

TOWN of  
**MERRIMAC**  
MASSACHUSETTS



**2004**  
ANNUAL REPORT





ANNUAL REPORT  
*of the*  
OFFICERS, BOARDS  
*and*  
COMMITTEES  
*of the*  
TOWN OF MERRIMAC  
MASSACHUSETTS

*For the Year Ending December 31, 2004*



*In*  
*Memory*  
*of those*  
*Who Have Held*  
*Public Office*  
*In the*  
*Town of Merrimac*

**Mildred Shelley**  
*Assessor's Clerk 1963-1985*



## DIRECTORY OF ELECTED OFFICERS

### **Moderator – *One Year***

Robert Bender

Term Expires 2005

### **Board of Selectmen – *Three Years***

Mark W. Brooks

Term Expires 2005

Robert S. Sinibaldi

Term Expires 2007

Carol A. Traynor, Chairperson

Term Expires 2006

### **Board of Assessors – *Three Years***

Diane Cole

Term Expires 2007

Edward R. Davis, Chairman

Term Expires 2006

George Mutti

Term Expires 2005

### **Planning Board – *Five Years***

Ray Gingras

Term Expires 2005

Rick Pinciario, Chairman

Term Expires 2008

Robert S. Sinibaldi

Term Expires 2006

John Thomas

Term Expires 2007

Sandy Venner

Term Expires 2009

Patricia True, Secretary

### **Constables – *Three Years***

Arthur Evans

Term Expires 2007

Brian Peavey, Jr.

Term Expires 2007

### **Town Clerk – *Three Years***

Patricia True

Term Expires 2007

### **Board of Health – *Three Years***

Eileen Hurley

Term Expires 2005

Deborah Ketchen

Term Expires 2007

Laura Weaver, Chairperson

Term Expires 2006

### **School Committee – *Three Years***

Marla Andrews

Term Expires 2007

Doreen Blade

Term Expires 2007

Guillaume Buell

Term Expires 2005

Anthony Castiglione, Chairman

Term Expires 2006

Peter Cronin, Assistant Treasurer

Term Expires 2005

Diane Darke

Term Expires 2008

Carol Grazio, Vice Chairman

Term Expires 2007

Denise Littlefield

Term Expires 2008

Margaret Muench

Term Expires 2005

Janice Nelson

Term Expires 2007

Robert O'Keefe

Term Expires 2005

Brian Young, Secretary

Term Expires 2007

### **Library Trustees – *Three Years***

Nanette Becker, Co Chair	Term Expires 2005
Susan M. Coburn	Term Expires 2006
Yvonne Cosgrove, Co Chair	Term Expires 2005
Ellen Evans	Term Expires 2007
Susan Hebenstreit	Term Expires 2006
Jeffrey W. Hoyt	Term Expires 2007

### **Playground Commissioners – *Five Years***

Donald Ackerman, Chairman	Term Expires 2009
David Creesy	Term Expires 2006
Erick Kuchar	Term Expires 2008
Jay Soucy	Term Expires 2009

### **Municipal Light Commissioners – *Three Years***

Louis Bibeau	Term Expires 2006
Norman Denault	Term Expires 2005
Frederick Underwood, Chairman	Term Expires 2007

### **Municipal Water Commissioners – *Three Years***

Louis Bibeau	Term Expires 2006
Norman Denault	Term Expires 2005
Frederick Underwood, Chairman	Term Expires 2007

### **Cemetery Trustees – *Three Years***

Patricia Casey, Chairperson	Term Expires 2006
Elizabeth Emery, Clerk	Term Expires 2005
Gordon Rines	Term Expires 2007

### **Sewer Commissioners – *Three Years***

John Buzzell	Term Expires 2006
Michael Fall	Term Expires 2007
Richard Herbert, Chairman	Term Expires 2005

### **Merrimac Housing Authority – *Five Years***

Dorothy A. Cloyd, Chairperson	Term Expires 2005
C. Shirley Jones	Term Expires 2006
Altha Ottman	Term Expires 2007
Geraldine Shephard, Vice Chairman & Gov. Appointed	Term Expires 2006
Stephen P. True, Vice Treasurer	Term Expires 2008

## DIRECTORY OF APPOINTED OFFICERS

### Finance Committee

Michael Baumert  
John Cryan  
Patricia Dillon  
Alan Dunn, Chairman

Catherine Gabriel-Heusser  
Charles Hackett  
Patricia Herman

### Board of Appeals

Arthur Amirault  
Gordon Broz, Alternate  
Ronald Dandurant  
Joshua Jackson

Patrick Melican, Co-Chair  
Sean Scott, Alternate  
Kathleen Walker  
Debra Weinhold, Secretary

### Conservation Commission

Eleanor Hope-McCarthy  
Jon Pearson  
Robert Prokop, Chairman  
Jake SanAntonio

Jay Smith, Agent  
Janet Terry  
Deborah Woodward  
Arthur Yarranton

### Building Inspector

Philip J. Hagopian

### Plumbing & Gas Inspector

Ronald Caruso

### Wiring Inspector

William Nutter

### Highway Department

Gunnar Sande, Foreman

### Fire Department

Ralph W. Spencer, Chief

Norman Armstrong, Deputy Chief

Larry Fisher, Deputy Chief

### Board of Registrars

Natalie Christie

Betty Elliot

Dorothy Whiting

### Town Counsel

Ashod N. Amirian

### Town Administrator

Craig J. Kleman

### Town Accountant

Debra A. McGrane

### Finance Director & Treasurer

Carol A. McLeod

### Tax Collector

Geraldine Gozycki

**Selectmen's Secretary**

Anne O. Jim

**Rent Control Board**

Arthur Evans

Sandra Venner

Beth Yuskaitis

**Animal Care & Control Officer**

Madelyn Cirinna

**Cultural Council**

Nanette Becker

Gage Cogswell, Treasurer & Co Chair

Judy Flynn

Thelma Gibbs

Eleanor Hope-McCarthy, Secretary

Helen Koolian

Christopher Nice

Karen Nice

Lisa Nihan, Co Chair

Nancy Perkins

Hanna Trautmann

**Veteran's Agent**

Ronald D. Koontz

**Historical Commission**

Bruce Alexander

Patricia Casey

James Hume

Jeffrey W. Hoyt

Emeritus Members: Walter Calnan, Evelyn Calnan

**Town Forest Committee**

Marie Sutherland

George Wallace

Robert Topitzer

**Council on Aging**

Mary Cheney

Dorothy Cloyd

Laura Dillingham-Mailman, Director

Colleen Fiorello, Chairperson

Herb Gynan

Irene Kimbrell

Dorothy Lumsden

Inez Lund

James Murphy

Victor Perrault

Terri Walden

**Kimball Park Trustees**

Barbara Arbour

Yvonne Bednarz

Joyce Spinelli

**Emergency Management Director**

Ralph W. Spencer, Chief

**Open Space Committee**

Michelle Carley

Tom Graziano

Roy Rigor Da Eva

Nancy Perkins

Donna Tierney

Sandra Venner

Deborah Woodward, Chairman

**Town Nurse**

Charlotte Eileen Stepanian

**Capital Planning Committee**

Michael Baumert, Finance Committee

Janet Bruno

Edward Madden

Sandra Venner, Chairperson

Carol A. Traynor, Selectman



**ANNUAL REPORT  
OF THE  
MERRIMAC BOARD OF SELECTMEN  
for the year ending December 31, 2004**

To the Citizens of Merrimac:

2004 was yet another year of challenges for your elected officials. Although the Town remains in good financial condition, the ability to fund municipal operations and the Pentucket Regional School District budget caused the Town to consider two override votes which were defeated both times by Merrimac voters. Even the infusion of additional local aid (\$70,942) from the Legislature caused debate as to the appropriate use of these funds which was eventually decided at Fall Special Town Meeting to be split between the two areas. The fiscal health of the Town is predicated on finding a balance between the two elements so that one operation is not shortchanged at the expense of the other.

Following the elections in May, the Board of Selectmen reorganized and elected Carol A. Traynor as Chairperson and Mark W. Brooks as Clerk. The board welcomed Robert S. Sinibaldi as our new Selectman and thanked Ms. Bruno for her service. Outgoing Selectman Janet M. Bruno continued her affiliation with the Town by volunteering to serve on the Capital Planning Committee. Mr. Sinibaldi brings a wealth of knowledge to the Board of Selectman as a business owner and a member of the Planning Board. Mr. Sinibaldi has also continued to serve on the Planning Board.

A major accomplishment of the town was the revisions of the Town's Zoning By-laws, which amounted to a complete rewrite of them. The process was completed when voters approved the new Zoning By-Laws at Town Meeting.

Another accomplishment during 2004 was the completion of the "new" Library on Route 110. The dedication occurred in June 2004 with recognition given to those who participated in the project. A grand opening was held in September with local legislators Representative Harriet Stanley and Senator Steve Baddour speaking at the ceremony. The project, approved by the voters in 2001 with 2.3 million in town funding in addition to a grant of 1.7 million dollars, came in under budget and on time. The new library has not only proven to be a resource for information but another place in Town to hold meetings and cultural events.

The Zoning Board of Appeals and the Planning Board continue to spend considerable time reviewing 40B Comprehensive Permit housing projects in our town. Two of these projects, Cobbler's Brook and The Village at Merrimac, are completed or under construction and will provide "affordable" units based on the number of units in each project. The ZBA has tried to tailor these projects to the needs of the community looking for projects that are an asset to Merrimac and fit within our Master Plan.

During the year changes occurred at the management level in Town government. Because of resignations, longtime Town workers were promoted. Gunnar Sande became the Highway Foreman and Barry Theriault assumed the Sewer Superintendent position. Late in 2004, Daniel Folding became the Light and Water manager replacing Linda Soucy who left for a comparable position in Rowley.

Finally, we want to thank our elected and appointed boards and committees and the valuable assets we have in our Town employees who serve the needs of our community effectively and efficiently. These people care about the community and represent you as they perform their duties in difficult times. They ensure a well-run local government and safe community.

Respectfully Submitted,  
MERRIMAC BOARD OF SELECTMEN

Carol A. Traynor, Chairperson

Mark W. Brooks

Robert S. Sinibaldi

## 2004 REPORT OF THE BOARD OF FIRE ENGINEERS

To: The Honorable Board of Selectmen &  
The Citizens of the Town of Merrimac

The Merrimac Fire Department had a busy time responding to 665 calls for the year 2004.

Thanks to a \$60,000 FEMA grant, we were able to have our Rescue Truck completely repainted and outfitted with the newest version of the jaws rescue tools, along with air bags to lift heavy objects.

Again, this year's S.A.F.E. program was very well received in the schools, bringing not only fire safety, but also ice water safety in conjunction with staff from the Anna Jaques, who spoke about hypothermia.

We also had several students go through our Juvenile Fire Setters Program. Children that have been caught playing with fire, that have set fires or have been charged with this crime, must as a condition of the courts attend this class in order to keep their record clean. This program has been very successful in this area.

The Merrimac Fire Department held a party for the Merrimac Couplings to celebrate their 40th year of service to the Fire Department. We wish them great success in the next 40 years.

We continue to apply for grants that help us acquire much needed equipment . Upgrading our resources enables us to provide better service to the town while keeping the costs to the Town to a minimum.

The Board of Engineers wishes to thank all of the other Town Departments for all their support over the past year.

To the Board of Selectmen, we wish thank you for all the support you have shown us this past year in the projects we have taken on.

To our firefighters and EMT's, your dedication and love for the job does not go unnoticed and we are lucky to have you serve the Citizens of Merrimac. Thank you all for a job well done.

To the Citizens of Merrimac, The Board of Engineers, Firefighters, and EMT's wish to thank you for your continued support in all that we do.

Respectfully Submitted,  
The Board of Fire Engineers

Ralph W. Spencer, Chief  
Norman Armstrong, Deputy Chief  
Larry Fisher, Deputy Chief

## MERRIMAC FIRE DEPARTMENT MEMBERS

Chief Ralph W. Spencer\*

Deputy Larry Fisher

Deputy Norman Armstrong\*

Captain Mike Sloban

Captain James David

Captain Brian W. Peavey, Jr.\*

Captain Greg Habgood\*

Lt. Lester Smith

Lt. Mark Soucy\*

Lt. David Owens\*

Lt. Harry Ellis

### FIREFIGHTERS

Arthur Amirault	Wayne Armstrong	Tim Bean	Albert Berard
Kellie Briscoe*	Steve Brown*	Tim Carey*	Brandon Cox
Bruce Daniels*	Derek DeMarco	Thomas Flinn	Peter Freeman
Annette Hagopian*	Richard Holcroft	James Hume	Thomas Jordan
Chris Judson	Cliff Judson	Mark Judson	Robert Judson Jr.
Robert Judson Sr.	Nick Kamberalis	Scott Maker*	Elaine McCarthy*
Michael McLeieer	Jon Morrill	Patrick Noone	James Sevigny
David Sherwood*	Kris Smith	Stephanie Smith*	Kathy Spencer*

\* EMT



**MERRIMAC FIRE DEPARTMENT**  
**2004 INCIDENT TYPE REPORT**  
**Alarm Date Between 01/01/2004 and 12/31/2004**

Incident Type	Count	Pct of Incidents
<b>1 Fire</b>		
100 Fire, Other . . . . .	1 . . . . .	0.15%
111 Building fire . . . . .	10 . . . . .	1.50%
113 Cooking fire, confined to container . . . . .	4 . . . . .	0.60%
114 Chimney or flue fire, confined to chimney . . . . .	2 . . . . .	0.30%
116 Fuel burner/boiler malfunction, fire . . . . .	2 . . . . .	0.30%
131 Passenger vehicle fire . . . . .	4 . . . . .	0.60%
141 Forest, woods or wildland fire . . . . .	1 . . . . .	0.15%
142 Brush, or brush and grass mixture fire . . . . .	12 . . . . .	1.80%
143 Grass fire . . . . .	5 . . . . .	0.75%
150 Outside rubbish, fire, Other . . . . .	1 . . . . .	0.15%
151 Outside rubbish, trash or waste fire . . . . .	1 . . . . .	0.15%
153 Construction or demolition landfill fire . . . . .	2 . . . . .	0.30%
164 Outside mailbox fire . . . . .	2 . . . . .	0.30%
	<u>47</u>	<u>7.07%</u>
<b>3 Rescue &amp; Emergency Medical Service Incidents</b>		
300 Rescue, emergency medical (EMS) call, Other . . . . .	1 . . . . .	0.15%
311 Medical assist, assist EMS crew . . . . .	2 . . . . .	0.30%
321 EMS call, excluding vehicle accident with . . . . .	442 . . . . .	66.56%
322 Vehicle accident with injuries . . . . .	54 . . . . .	8.13%
323 Motor vehicle/pedestrian accident (MV Ped) . . . . .	1 . . . . .	0.15%
341 Search for person on land . . . . .	1 . . . . .	0.15%
353 Removal of victim(s) from stalled elevator . . . . .	1 . . . . .	0.15%
361 Swimming/recreational water areas rescue . . . . .	1 . . . . .	0.15%
362 Ice rescue . . . . .	1 . . . . .	0.15%
	<u>504</u>	<u>75.90%</u>
<b>4 Hazardous Conditions (No fire)</b>		
411 Gasoline or other flammable liquid spill . . . . .	2 . . . . .	0.30%
412 Gas leak (natural gas or LPG) . . . . .	10 . . . . .	1.50%
413 Oil or other combustible liquid spill . . . . .	1 . . . . .	0.15%
424 Carbon monoxide incident . . . . .	1 . . . . .	0.15%
442 Overheated motor . . . . .	1 . . . . .	0.15%
443 Light ballast breakdown . . . . .	1 . . . . .	0.15%
444 Power line down . . . . .	2 . . . . .	0.30%
	<u>18</u>	<u>2.71%</u>

**MERRIMAC FIRE DEPARTMENT**  
**2004 INCIDENT TYPE REPORT**  
**Alarm Date Between 01/01/2004 and 12/31/2004**

Incident Type	Count	Pct of Incidents
<b>5 Service Call</b>		
510 Person in distress, Other . . . . .	7	1.05%
511 Lock-out . . . . .	1	0.15%
520 Water problem, Other . . . . .	1	0.15%
531 Smoke or odor removal . . . . .	8	1.20%
542 Animal rescue . . . . .	2	0.30%
550 Public service assistance, Other . . . . .	1	0.15%
551 Assist police or other governmental agency . . . . .	2	0.30%
571 Cover assignment, standby, moveup . . . . .	9	1.35%
	<u>31</u>	<u>4.66%</u>
<b>6 Good Intent Call</b>		
600 Good intent call, Other . . . . .	7	1.05%
611 Dispatched & canceled en route . . . . .	1	0.15%
651 Smoke scare, odor of smoke . . . . .	8	1.20%
652 Steam, vapor, fog or dust thought to be . . . . .	1	0.15%
653 Barbecue, tar kettle . . . . .	1	0.15%
671 Hazmat release investigation w/no hazmat . . . . .	1	0.15%
	<u>19</u>	<u>2.86%</u>
<b>7 False Alarm &amp; False Call</b>		
730 System malfunction, Other . . . . .	3	0.45%
733 Smoke detector activation due to . . . . .	20	3.01%
734 Heat detector activation due to malfunction . . . . .	2	0.30%
735 Alarm system sounded due to malfunction . . . . .	4	0.60%
743 Smoke detector activation, no fire - . . . . .	6	0.90%
744 Detector activation, no fire - . . . . .	4	0.60%
745 Alarm system sounded, no fire - . . . . .	1	0.15%
	<u>40</u>	<u>6.02%</u>
<b>8 Severe Weather &amp; Natural Disaster</b>		
813 Wind storm, tornado/hurricane assessment . . . . .	1	0.15%
814 Lightning strike (no fire) . . . . .	1	0.15%
	<u>2</u>	<u>0.30%</u>
<b>9 Special incident type</b>		
900 Special type of incident, Other . . . . .	3	0.45%
	<u>1</u>	<u>0.45%</u>
<b>Total Incident Count:</b>	<b>664</b>	

## REPORT OF THE CHIEF OF POLICE

**Chief of Police**  
James A. Flynn, Jr.

**Sergeant**  
Eric M. Shears

### **Patrolmen**

Stephen M. Ringuette  
Charles W. Sciacca

Daniel A. Ross  
David J. Vance

### **Reserve Police Officers**

Stephen E. Beaulieu  
Edward A. Cardone, Jr.  
Richard P. Holcroft  
Chad L. Larson  
James T. Mikson  
David C. Rich  
James M. Seymour

Brian A. Cardone  
Paul M. Hogg  
Nathaniel B. Korpusik  
Michael R. McGrath  
Rebecca J. Ouellette  
Mark E. Sayers  
Edward Syvinski

**Clerk/Dispatcher**  
Linda A. Seymour

### **Dispatchers**

Bonnie J. Bishop

Benjamin A. Douglas

### **Reserve Dispatchers**

Robert F. Bishop, III  
Nathaniel B. Korpusik  
Brian W. Peavey, Jr.  
Tracy A. Saitow

Richard P. Holcroft  
Michael O. McLeieer  
Stephen A. Ringuette  
Kathy A. Spencer

**Janitor**  
Madeleine A. Lay

### **Matrons**

Bonnie J. Bishop  
Rebecca J. Ouellette  
Linda A. Seymour

Annette Hagopian  
Tracy A. Saitow  
Kathy A. Spencer

**Honorary Police Officers**  
Sergeant Alfred Nichols

Arthur Evans  
Richard G. Noone

Alan Hassig  
Brian W. Peavey, Sr.

To the Honorable Board of Selectmen and the Citizens of the Town of Merrimac, Massachusetts:

I hereby submit my annual report of the activities of the Police Department for the Year 2004.

I wish to thank the citizens of the Town of Merrimac for their continued support of the Police Department and we look forward to serving you and the Community in the upcoming year.

Respectfully Submitted,

James A. Flynn, Jr.  
Chief of Police

## POLICE DEPARTMENT ACTIVITIES

General Services . . . . .	1,126
Sexual Assault Complaints . . . . .	1
Armed Robbery . . . . .	1
Assault & Battery Complaints . . . . .	3
Breaking and Entering . . . . .	38
Larceny . . . . .	33
Stolen Motor Vehicles . . . . .	2
Recovered Stolen Motor Vehicles . . . . .	1
Arsons/Bombing . . . . .	1
Vandalism Complaints . . . . .	61
Weapons Violations . . . . .	4
Sex Offenses . . . . .	1
Drug Law Violations . . . . .	1
Intoxicated Driver Complaints . . . . .	6
Disorderly Conduct . . . . .	1
Field Investigation . . . . .	54
General Offenses . . . . .	10
Trespassing Complaints . . . . .	8
Civil Complaints . . . . .	6
Unlawful Possession . . . . .	2
Juvenile Offenses . . . . .	51
Local Ordinance Violation . . . . .	21
Lost & Found . . . . .	65
General Disturbances . . . . .	21
Family Disturbances . . . . .	23
Gathering Disturbances . . . . .	39
Youths in Street Complaints . . . . .	30
Noise Complaints . . . . .	56
Annoying Phone Call Complaints . . . . .	28
Suspicious Activity Complaints . . . . .	161
Boating Complaints . . . . .	2
Officers Wanted . . . . .	474
Prisoner Transports . . . . .	6
Assist Citizens . . . . .	168
Tows . . . . .	6
Transports . . . . .	21
Building Checks . . . . .	165
Message Deliveries . . . . .	72
Animal Complaints . . . . .	172
Assist Municipal Agencies . . . . .	198
Utility Alarm/Emergency . . . . .	2
Ambulance Calls . . . . .	412
Medical/Mental Emergencies . . . . .	16
Intoxicated Person(s) . . . . .	1
Fire Alarms . . . . .	170



Burglar Alarms . . . . .	198
Assist Other Police Departments . . . . .	121
Traffic Stops . . . . .	1,222
Radar Assignments . . . . .	6
Speeding Complaints . . . . .	4
Leaving the Scene of an Accident . . . . .	9
Property Damage . . . . .	9
Vehicle Accidents . . . . .	37
Personal Injuries . . . . .	37
Vehicle Accidents . . . . .	67
Radar Assignments . . . . .	4
Abandoned Motor Vehicles . . . . .	7
Intra-Department Services . . . . .	1
Days in District & Superior Court . . . . .	58
Vehicle Pursuits . . . . .	5
Summons Served . . . . .	23
Citations Issued . . . . .	581
Warnings . . . . .	233
Summons . . . . .	310
Arrests . . . . .	38

#### **ARRESTS FOR THE YEAR 2004**

Male Residents . . . . .	24
Male Non-Residents . . . . .	36
Female Residents . . . . .	7
Female Non-Residents . . . . .	9

#### **Juveniles**

Male Residents . . . . .	7
Male Non-Residents . . . . .	1
Female Residents . . . . .	3
Female Non-Residents . . . . .	1

#### **PROTECTIVE CUSTODY FOR THE YEAR 2004**

Male Residents . . . . .	2
Male Non-Residents . . . . .	2
Female Residents . . . . .	1

## MERRIMAC DEPARTMENT OF VETERAN'S SERVICES 2004 ANNUAL REPORT

COMMONWEALTH OF MASSACHUSETTS: One of the most significant legislative bills to effect veterans is the passage of the "Definition of a Veterans" bill. For the first time ever, those veterans who served from 1948-1950 and from 1975-1990 are entitled to the same state benefits the rest of the Commonwealth veterans are entitled to.

### CHAPTER 115 BENEFITS

EMERGENCY BENEFITS: This department was able to assisted one eligible spouse of an honorable discharged veteran.

BURIALS: This department assisted in the burial payment of an honorably discharged veteran.

MEMORIAL DAY FLAGS: Roger Clark of the American Legion decorated the graves of veterans in the town cemetery on Memorial Day.

VETERANS PREFERENCE IN HOUSING: Assisted in securing and maintaining quality housing mandated by federal guidelines for elder and disabled veterans and their families.

VA COMPENSATION: This department assisted and secured various VA benefits -- service connected and non-service connected -- disability compensations. The VA compensation cash benefits this year for Merrimac veterans totaled approximately \$44,741.00. Over \$608,000.00 comes to Merrimac veterans from the VA annually.

VA HEALTH CARE: This department assisted and secured various VA medical benefits for service and non-service connected veterans. These medical benefits included short and long-term medical treatments at the VA Clinic in Haverhill and VA hospitals in the VISN (Veterans Integrated Service Network) area. Included are the \$7.00 co-payments for various drug prescriptions for all veterans.

SOCIAL SECURITY: This department assisted and referred to the proper agency veterans seeking benefits from VA retirement, Social Security, and city governments.

### ACTIVITIES AND ACCOMPLISHMENTS

I was elected to the Executive Board of the Massachusetts Veterans Service Officers Association for the fifth year. I am the Chairperson of the MVSOA By-Laws Committee and the Finance/Budget Committee.

I was elected as the Commander of the Military Order of the Purple Heart Chapter 240 out of Beverly for 2004-2005 and for 2003-2004 I was the Senior Vice Commander of the MOPH for the Commonwealth of Massachusetts. I am now the Massachusetts State Service Officer for the MOPH.

I am Past Commander of the Combat Infantrymen's Association in the Northeast Region which includes Massachusetts, New Hampshire, Vermont, Maine, and Connecticut.

The Town of Merrimac honored our World War II veterans with a luncheon and ceremony on Memorial Day weekend. Congressman John Tierney presented to our WW II men and women remnants of granite rock that was used for the WW II Memorial's Pacific and Atlantic Columns. Granite rock donation courtesy of Rock of Ages in Methuen.

Thank you,

Ronald D. Koontz

## PENTUCKET REGIONAL SCHOOL DISTRICT

This Merrimac Annual Report of the School Department activities for FY 04 has been developed by the Principals of the Dr. Frederick N. Sweetsir School, Helen R. Donaghue School, Pentucket Regional Middle School and Pentucket Regional High School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

Anthony L. Castiglione, Chairman

Carol A. Grazio, Vice Chairman

Peter Cronin, Assistant Treasurer

Brian L. Young, Secretary

Marla Andrews

Doreen Blades

Guillaume O. Buell

Diane Darke

Denise Littlefield

Margaret J. Muench

Janice M. Nelson

Robert O'Keefe



**Dr. Frederick N. Sweetsir  
Helen R. Donaghue Schools**

It is a pleasure to submit our annual report for the Dr. Frederick N. Sweetsir School and the Helen R. Donaghue School for the 2003-2004 school year. During 2003-2004 we worked toward the School Committee's mission to "ensure that all students discover and develop their talents and abilities to their highest potential, strive for academic excellence, acquire respect for self and others, and obtain the knowledge and skills to succeed and contribute as ethical, responsible citizens."

Our school year began with the PTO's third annual, "Merrimac Goes Back to School Day" to celebrate the opening of school. Families had an opportunity to visit classrooms, meet teachers and obtain information about the school, community, and PTO. The October 1, 2003 enrollment was 343 students in Grades Preschool through Grade 2 at the Dr. Sweetsir School and 405 in Grades 3 through 6 at the Helen R. Donaghue School.

The following School Improvement Plan goals were developed from a parent and teacher survey and were focused on during the 2003-2004 year:

- To examine the current state of technology in our schools and design a plan to help all students achieve by improving teaching and enhancing student access to technology.
- To refine the use of the Everyday Math in Grades K-6.
- To foster a climate of respect for self, others and the environment.
- To develop a plan for maintenance and upgrades of the physical plant.

After piloting the Scott Foresman program in several classrooms during the 2002 year, the teachers implemented the program in all classrooms in Grades 1 and 2. The schools will implement this reading program in Kindergarten, third, and fourth grade classroom during the 2004-2005 school year. Teachers in grades K-6 continue to refine the use of the Everyday Mathematics Program. Teachers in the elementary grades in Merrimac joined their colleagues in Groveland and West Newbury to begin work on a curriculum-mapping project, which will continue throughout the school year.

Students in Grades 3, 4, 5, and 6 took tests as part of the Massachusetts Comprehensive Assessment System (MCAS). The percentage of students scoring at the proficient or advanced level increased in Grade 3 Reading, but decreased in Grade 4 English Language Arts. In Mathematics, students scoring in the proficient or advanced level increased at Grade 4 and stayed the same at Grade 6. The number of students performing in the advanced level at Grade 6 increased dramatically, however. Grade 5 students took the test in Science and Technology. The percentage of students scoring proficient or advanced increased in comparison to last year's students who took the test.

As part of the federal *No Child Left Behind* (NCLB) education reform initiative, all schools are expected to help their students to become proficient in reading, writing and mathematics by 2014. In Massachusetts, the MCAS results are used to measure each school's progress toward this goal. Students take mathematics tests in Grade 4 and Grade 6, and they take English language arts tests in Grade 3 and Grade 4. The state measures how well the entire student population is progressing toward the goal of 100% proficiency, as well as how well individual subgroups, such as ethnic, socio-economic, and students receiving special education services are progressing toward the performance goal. The Helen R. Donaghue School met the state's expectations for Annual Yearly Progress in both English Language Arts and Mathematics for the entire student population. We fell short in helping students receiving special education services meet the improvement goal in both mathematics and English language arts. The staff at the Frederick N. Sweetsir School and the Helen R. Donaghue School will continue to use the state test results and the annual NCLB report to assess the effectiveness of our curriculum and instruction. We will also use the results in conjunction with other measures of student learning to identify individual students who need additional instructional support in the schools and to provide them this support so they can learn and perform at a higher level.



The Destination Imagination Program at the Donaghue School helped participating students develop creative and critical thinking through group problem solving. The program relies on parents to volunteer their time and talents to coach students through problem solving and presentation of their solutions in a tournament in the spring. Mr. Richard Jervey, fifth grade teacher at the Donaghue School, coordinated the program again this year.

The use of technology as a tool for learning continues to be a goal for the Sweetsir and Donaghue staff and students. We are continually trying to integrate technology into the curriculum and enhance the skills of teachers and students. The ongoing support from the PTO has been instrumental in helping us upgrade hardware at both schools. We have accomplished a great deal in the area of technology, though we need to continue to devote resources to maintaining the level of instructional support and adequate hardware for students and staff.

The Merrimac PTO, as always, emphasized the importance of a close working partnership with the administration, staff, and parents. Through their dedication and hard work, this year the PTO purchased 8 Dell computers, musical instruments, and risers for the cafetorium at the Dr. Sweetsir School, a Dell Power Edge 2600 Server for the Donaghue School, organized After School Exploration programs, presented a PTO scholarship to a graduating senior, coordinated teacher appreciation events, planned family fun nights, produced a student yearbook, and supported our classroom programs by volunteering in our schools every day. Due to budget constraints, the PTO also partially funded a kindergarten teacher and a media aide, and they donated numerous supplies and materials to our classrooms. In addition, the PTO sponsored the following cultural arts programs:

- Wing Masters Birds of Prey
- Clara Barton
- Plimouth Plantation
- Fun With Pyramids and Pharaohs
- A Christmas Carol
- Author-Illustrator Maryann Cocca-Leffler
- Discovery Museum
- Ellen Goethel
- Ecotarium
- Curious Creatures
- Explore the Ocean
- Star Lab
- Ben Franklin
- Grade 6 buses for Environmental School
- Johnny the K (Respect Program)

We continue to encourage and foster a strong home-school-community partnership for all families through our monthly newsletters, parent volunteer program, curriculum information nights, sponsor-a-classroom program, parent workshops, and the Holiday Helper Program. During the 2003-2004 school year a group of dedicated parents volunteered to paint the outside panels of the Dr. Sweetsir School. We truly believe that our schools are better because of the dedication and support from the PTO.

Our Before and After School Program and Extended Day Kindergarten Program continue to provide services to over 80 children daily.

In closing, the staff of the Dr. Frederick N. Sweetsir School and the Helen R. Donaghue School wishes to extend its appreciation to members of the Merrimac community for their support throughout the year. We value public education and believe it is the cornerstone of our community, and a major resource for enhancing the quality of life for our current and future citizens.

We would like to acknowledge the service of the following staff members who retired in June 2004:

Marie Scher dedicated over thirty years to the Pentucket Regional School District. Ms. Scher taught at various levels throughout the years. She was a teacher of teachers over the past eight years as she taught all of us to enter the world of technology. Her expertise and commitment to excellence will be missed.

Constance Gordon graduated from Pentucket Regional School District and worked for thirty-five years in Merrimac. Her motivation and organizational skills enabled her to mentor staff and contribute to the school system in many positive, productive ways. In addition to her classroom responsibilities, Mrs. Gordon often contributed to musical productions for staff and students by playing the piano and writing songs. Her ability to challenge and excite students will be missed.

Sarah McGuirk, a fourth grade teacher who worked for over twenty years at the Helen R. Donaghue School. Throughout her tenure, she brought a calm demeanor, skilled teaching, and genuine concern for students to her classroom. Students and staff both miss her contributions at the school

Charlene Bazarian, the Administrative Assistant at the Helen R. Donaghue School. As the first person most visitors and parents encountered at the school, Mrs. Bazarian projected a friendly, helpful, and confident manner to all who entered the office, which made all feel welcome. She also thoroughly and efficiently ran all of the office operations needed to keep the Helen R. Donaghue School functioning well.

Angela B. Jervey	Robert C. Harrison
Principal	Principal
Dr. Frederick N. Sweetsir School	Helen R. Donaghue School



## Pentucket Regional Middle School

The following reflect notable events / changes at the Middle School:

Significant technology upgrades continued to be implemented last year. We now have a number of links added to our website which provide parents, community members and other interested public parties with an excellent source of communication related to virtually all aspects of the middle school. Included on our website are links pertaining to activities / events, school lunches, calendars, curriculum maps, student homework (Homework Now), Ed. Line (providing secure access for parents and students to the teacher electronic rankbook which is upgraded each week). Parents are automatically e-mailed through the program whenever teachers make a change or addition to the rankbook. It is detailed to the extent that parents know which assignments have and have not been turned in along with up-to-date grades and averages. On our Homepage we have "Library Spots" and "Great Websites" which provide students with numerous websites to facilitate research. Other sites are also made available for the purpose of offering study skills assistance.

As we had provided new computers for our Computer Lab, we have taken those previously used in the lab and placed them in classrooms to increase the number of available student workstations. New computer programs such as Inspiration which assists students with organizing thoughts and data into a variety of user-friendly outlines. These tools are vital as support mechanisms for curriculum delivery and for the purpose of addressing various student learning styles.

The Community Service Team which was begun two years ago continues to grow as we have become engaged with a wider variety of community agencies. We have been averaging 70 – 80 students per year. This is reflective of those who remain with the program and fulfill all their obligations.

The remainder of our co-curricular activities continue to remain strong and we continue to develop a variety of opportunities from which students may choose: art club, intra-murals that are season-appropriate, tennis, non-contact Tae-Kwon-Do, and numerous performing arts clubs including strings and percussion instruction.

We continue to work on maintaining impetus as it pertains to curriculum development and adjustment. We continue to be engaged in a 7 - 12 initiative to bring mathematics instruction more in line with NCTM and TIMSS Study recommendations (upon which are based our state standards). The elementary schools have adopted a curriculum to address those recommendations and the middle school continues to be engaged in the text series selection process which will result in smooth transition from the elementary curriculum to the middle as it pertains to methods of teaching Math (a more integrated approach) and sequence of content.

Due to the special needs of elementary students entering the middle school, we have expanded our complement of "Phonic Ear" amplification systems for both grade levels and Special Education programs.

We have had a dramatic increase in the number of various learning disabilities with which we must contend and have added to our programs (Functional Skills and Language Based Learning Center) a new program called Resource Academic Intervention (RAI) that is designed to assist students whose overall functioning is significantly below grade level.

Renzo Binagi, Principal  
Pentucket Regional Middle School

## Pentucket Regional High School

The High School continues to work on fulfilling the recommendations made by the NEASC visiting team in March of 2002. All high schools must complete this process every ten years in order to maintain their accreditation. The Commission on Public and Secondary Schools has voted to continue Pentucket's accreditation. As we focus on becoming a Mission driven school, all aspects of student learning are driven by our goal of fostering academic excellence, civic responsibility and social awareness by providing students with a strong foundation of knowledge and skills as well as developing a life long quest for learning. We have set high expectations for student learning and have developed a set of rubrics to assess whether students have met those standards. Our goal this year is to map our curriculum in every course and determine if there are any gaps, repetitions and spiraling in the learning process and to insure that a variety of assessment techniques are utilized in all curriculum areas. This will insure that student achievement continues to be a focus of Pentucket High School.

Despite the imposition of a fee structure this year for extra-curricular activities and athletics, our programs continue to be very strong with high student participation.

Our Fine and Performing Arts students continue to be recognized for their outstanding achievements in all of the arts throughout the state. The Community Service Team has grown with over 300 students volunteering thousands of hours in a wide variety of community service projects that include the Boys and Girls Club in Salisbury, volunteering at the Page School's Apple Harvest, cleaning up along the Merrimack River and helping with Feline Rescue. Our students have learned how important it is to give back to the community in which they live. These are valuable life lessons that will enrich their lives and the lives of the people they touched with their community service.

Our MCAS scores continue to place our students in the top twenty percent statewide. The Class of 2005 scored 100% passing on the first try of the English Language Arts, 90% scored in the Proficient and Advanced categories and 94% passed the Mathematics with 70% scoring the Proficient and Advanced categories. Our SAT and Advanced Placement scores continue to place Pentucket above the national and state averages. The members of the Class of 2004 were admitted to competitive colleges and post secondary programs that indicate that our courses are rigorous and prepare our students for the world outside of Pentucket High School.

Arlene C. Townes  
Principal

Listed below are the Merrimac members of the Class of 2004.

Abbey, Erica	Deuplisea, Jocelyn	Larson, Pamela	Robinson, Erin
Alexander, James	Deveau, Christopher	Linehan, David	Scheld, Andrew
Allison, Kaitlin	DiFrancesco, Robyn	Mansour, Kristina	Sherman, Megan
Bamford, Rachel	DiLorenzo, Matthew	McGoldrick, Laura	Spang, Cynthia
Barry, Christine	Dunn, Jessica	McKallagat, Tyler	Subatch, Rudianne
Berry, Elizabeth	Fiorello, Allyson	McKenzie, Bryce	Taylor, Casey
Bomba, William	Fleischer, Evan	Melville, Rachel	Terrazzano, Tara
Bond, Daniel	Gadd, Decatur	Natoli, Daniel	Tradd, Benjamin
Brown, Steven	Gagnon, Joseph	Noble, Elizabeth	Turgiss, Alana
Bryant, Jessica	Gauvin, Justin	Pearl, Jeffrey	Vassy, Trevor
Butterworth, Brittany	Giard, Aaron	Penney, Ashley	Verville, Erica
Cantone, Nicolas	Groder, Hannah	Perkins, Andrew	Webb, Matthew
Cardoza, Kristy	Holmes, Courtney	Popovic, Norelis	Willette, Angie
Cataldo, Christopher	Justin, Lauren	Porter, Russell	Zappala, Katherine
Crossley III, Robert	Ketchen, Katie	Rhuda, Kerrin	
Daigle, Robert	Knight, Kathleen	Roberts, James	



## ANNUAL REPORT OF WHITTIER REGIONAL VOCATIONAL HIGH SCHOOL

To: The Honorable Board of Selectmen  
From: Paul Tucker, Whittier Representative  
Karen Sarkisian, Superintendent

Whittier offers 19 vocational technical career areas designed to provide the necessary training and skills for personal and work force success.

Whittier's academic program is designed to offer students a broad base in fundamental skills through its core curriculum in English, Math, Science and Technology, Social Studies, World Languages, Physical Education/Health, and Elective subjects and to afford students with varying abilities the opportunity to succeed.

Courses are designed in a sequential format and are integrated with the vocational-technical areas, wherever practicable and mutually beneficial. All academic courses offer advanced sections for students who desire to further their education. Moreover, a Tech Prep program is offered to eleventh and twelfth grade students which parallels the College Prep program and provides students with the opportunity for college credit and/or advanced college placement.

Since all programs are open to both females and males, we encourage our students to explore and to specialize in non-stereotyped, non-traditional vocational-technical areas and to strive for the maximum realization of their goals and potential.

Whittier Regional Vocational Technical High School is entering its thirty-second year. To date we have graduated 7,590 students from the day school.

The enrollment for the Evening School from Merrimac: 26

The October 1, 2003 Day School Enrollment:

	Boys	Girls
Grade 9	9	3
Grade 10	10	6
Grade 11	8	2
Grade 12	12	2

Total — 52

2004 Graduates—14

The cost to Merrimac for the school year 2003-2004 was \$416,662.00.

Respectfully yours,

Paul M. Tucker  
Merrimac Representative

Karen Sarkisian  
Superintendent

# ANNUAL REPORT OF THE TRUSTEES OF THE MERRIMAC PUBLIC LIBRARY

For the year ending December 31, 2004

To the Honorable Board of Selectmen and Citizens of Merrimac:

The Trustees of Merrimac Public Library are extremely pleased to report that the new library building at 86 West Main Street has been completed on time and under budget. The overwhelming success of this project is attributable to many talented individuals and groups. First to be acknowledged is the Building Committee. Chairman David S. Kern and budget specialist Mark Hebenstreit are to be commended, in particular, for their invaluable work. Other significant contributors include Library Director Donald S. MacMillan, architect Thomas Amsler of Amsler Woodhouse & MacLean and construction oversight liaison John Sayre-Scibona of Design Technique of Newburyport.

The Trustees wish to heartily thank the citizens and taxpayers of Merrimac for their support in passing a debt exclusion (in the amount of \$35,000) at the annual election. This sum helped us meet the increased costs of operating a building that is ten times larger than the former library. Indeed, this whole project, which stretches back more than ten years, could not have been accomplished without the strong support of our citizen-patrons at every stage of this gratifying project. A large, commodious, and up-to-date library building will serve the changing and growing needs of our vibrant community for many years to come.

Following a "soft opening" in June, a more formal Grand Opening of the new library building was held on Sunday, September 19, 2004. Conducted in the community meeting room before a capacity audience, the program contained appropriate remarks by invited guests, music, poetry, and tasty refreshments. Enthusiasm for and use of the new building has been tremendous.

We are deeply grateful for your continued patronage and support. We are pleased to present our 128th annual report.

Respectfully submitted,

Nanette Becker, *Co-Chair*

Yvonne Cosgrove, *Co-Chair*

Susan Coburn

Ellen Evans

Susan Hebenstreit

Jeffrey Hoyt

# ANNUAL REPORT OF THE LIBRARY DIRECTOR

For the year ending December 31, 2004

**Your new public library has something for everyone. It's where Family, Technology and Community Converge.**

The transition into the new library went very well. The Library staff was and has been exceedingly impressed with the amount of volunteers who came out to help us. The Library had over 20 volunteers help us out at one time or another and has 5 volunteers working at the library on a weekly basis.

The Library has accomplished two major upgrades in information services. First was the new library building and the second was our upgrade to full membership status with Merrimack Valley Library Consortium (MVLC). The Library Staff encourages the community to use the new library with all of its many resources and rooms, and become familiar with the new inclusive card catalog system which can be found online at [www.mvlc.org](http://www.mvlc.org).

Through [www.mvlc.org](http://www.mvlc.org):

- Patrons can now keep track of their accounts.
- Patrons can now receive notices regarding book reserve requests and overdue notices much quicker with automatic email notifications.
- Patrons can now place electronic book reserve requests, from within the Library's Online Catalog, instead of asking a librarian to place the reserve request for them.
- The next big change customers will see is a total overhaul of the library's web presence. The effort initiated in Fiscal Year 2005 will result in a new dynamic and interactive world-class Information Portal which customers will be able to customize.

## Library Staff

Library staff continues to participate actively in provincial committees and to assist member library staff and boards in improving local services. Staff members attended week long consortium workshops during the time the library was closed in preparation of becoming full members of MVLC. Staff members are working to help you and gladly accept recommendations. The director's door is always open as he strives to make your library the best it can be. Contact him via email [dmacmillan@mvlc.org](mailto:dmacmillan@mvlc.org) or call 978.346.9441.

## Support

The **Friends of the Merrimac Public Library** continues their generous stewardship in supporting the library mission. The Friends are committed to the improvement of the library for all residents and the increasing array of outreach services provided by library staff. The Friends have sponsored special programs, summer reading program book awards and volunteered time. President Liz Tucker, Secretary Bill Merslage, and Treasurer Maria Greely steer the Friends group.

## At A Glance

Merrimac Library receives the majority of its operating expenses from the Town of Merrimac. In Fiscal Year 2004, total support was \$229 Thousand: Town of Merrimac (82%); Northeast Massachusetts Library System contracted services (13%); the Massachusetts Board of Library Commissioners grant (4%) and the balance from contributions and other sources. In both state and regional ranking reports the Library ranked in the bottom 1/3 in local funding.



The library staff has not recorded the number of people who enter the library but have noticed a significant increase in people coming in. There have been many days when the 13 public access computers are full and a patron can be found in every nook. We have counted over 100 patrons at one time in the library on several days.

# of Public Access Computers . . . . .	13
WIFI Coverage . . . . .	100%
Weekly Hours Open . . . . .	43 hrs
# of Days open . . . . .	6 days
# of Children's Programs . . . . .	65
# of Staff working 32 hrs. of less . . . . .	5
# of staff working 35 hrs. . . . .	1
# of Weekly Volunteers hours . . . . .	20 hrs
Meeting Room Bookings . . . . .	* 63
Total Holdings . . . . .	28,620
Library Book Budget . . . . .	\$37,000
Total Circulation . . . . .	** 33,000
Circ. Increase over last year . . . . .	41%
Library Cost Per Citizen . . . . .	\$30.65

\* June thru December  
\*\* Library was closed for 3 months

In conclusion, I would like to thank the Library Board of Trustees, the Library Building Committee, my staff and community for a job well done. I have enjoyed working on this exciting project and look forward to serving Merrimac with new and better library services in Fiscal Year 2006.

Respectfully submitted,  
  
Donald MacMillan – Library Director



**TOWN OF MERRIMAC**  
**INSPECTIONAL SERVICES**  
 2 SCHOOL STREET • MERRIMAC, MA 01860  
 PH. (978) 346-0525 FAX (978) 346-0522

**2004 ANNUAL REPORT**

	CALENDAR YEAR		+/-	
	2004	2003		
<b>BUILDING PERMITS ISSUED</b>				
New 1+2 Family Dwelling	18	22	-4	
Residential Addition/Remodel	167	173	-6	
Accessory Building/Barn/Detached Garage	7	9	-2	
Fireplace & Wood/Coal/Pellet Stove (independent)	4	7	-3	
Swimming Pools: In-ground and above-ground	24	9	15	
New/New-Replacement Manufactured Housing (M.H.)	4	1	3	
Permit for Temporary Housing Unit	1	4	-3	
Commercial—New/ Addition/Remodel	14	23	-9	
Multi-family Dwelling: R3, R2, R1 (Building, not units)	5	2	3	
Municipal Project	3	2	1	
Demolition Permit (independent)	4	5	-1	% Change
<b>NUMBER OF BUILDING PERMITS ISSUED</b>	<b>251</b>	<b>257</b>	<b>-6</b>	<b>-2%</b>
Value of Building Permits Issued	\$127,158.60	\$150,207.93		
Addendum to Open Building Permit	\$1,340.00	\$1,766.00		
Plan Review and Building Permit Transfer Fees	\$525.00	\$400.00		
Copy and Miscellaneous Fees Collected	\$25.00	\$367.00		
Non-residential Occupancy and Use	\$105.00	\$90.00		
780CMR, Sec. 106 Inspections	\$160.00	\$300.00	+/-	% Change
<b>Total Building Permit Fees</b>	<b>\$129,313.60</b>	<b>\$152,273.93</b>	<b>-\$23,417.33</b>	<b>-15%</b>
<b>Total Wiring Permit Fees</b>	<b>\$24,308.00</b>	<b>\$22,851.80</b>	<b>\$1,456.20</b>	<b>6%</b>
<b>Total Plumbing Permit Fees</b>	<b>\$10,195.00</b>	<b>\$7,095.00</b>	<b>\$3,100.00</b>	<b>44%</b>
<b>Total Gas Permit Fees</b>	<b>\$7,675.00</b>	<b>\$3,539.00</b>	<b>\$4,136.00</b>	<b>117%</b>
<b>Total Enforcement Action Fees Collected</b>	<b>\$195.00</b>	<b>\$370.00</b>	<b>-\$175.00</b>	<b>-47%</b>
<b>TOTAL DEPARTMENT FEES</b>	<b>\$171,686.60</b>	<b>\$186,586.73</b>	<b>-\$14,900.13</b>	<b>-8%</b>
<b>Fees Waived by Selectmen</b>	<b>\$4,051.00</b>	<b>\$30,000.00</b>		
<b>TOTAL COLLECTED REVENUE</b>	<b>\$167,635.60</b>	<b>\$156,586.73</b>	<b>\$11,048.87</b>	<b>7%</b>

Respectfully Submitted,  
 Philip J. Hagopian  
 Building Commissioner / Zoning Enforcement Officer

## ANNUAL REPORT OF THE MERRIMAC WATER DEPARTMENT FOR THE YEAR ENDING DECEMBER 31, 2004

The Board of Water Commissioners and Manager are pleased to submit the Annual Report of the Merrimac Water Department for the year 2004.

**NEW CONNECTIONS:** During 2004 there were 14 new homes connected to the town's water system, bringing the total number of connections to 1,717.

**PRIVILEGE FEE:** \$27,200.00 was collected during 2004 from individuals and developers for new service connections and deposited to Water Department Privilege Fee account. MWD utilizes this funding for various improvements to our distribution system.

**SURPLUS FUNDS:** MWD ended FY04 with a surplus of \$46,422.12. Those funds are scheduled for transfer to the Water Department's Capital Fund for future system improvements.

**SYSTEM IMPROVEMENTS:** The Merrimac Water Department conducted a water leak detection survey throughout the water department system in an effort to conserve a valuable resource. A total of nine leaks were found and all have since been repaired adding to the total decrease in gallons pumped for 2004. Leak detection also accounted for the drop in the gallons not accounted for. In 2003, 21.5% of gallons pumped was unaccounted for in 2004 we dropped that percentage to 15%.

Wells at both East Main and Bear Hill well fields were cleaned. The well cleaning, completed by F.G. Sullivan Co. is performed to improve pumping capacity and water quality.

**WE CELEBRATED OUR 100TH ANNIVERSARY:** The Merrimac Light and Water Department celebrated our 100th anniversary this past October. We celebrated by having an open house at the Federal Way garage. There was food and drinks for everyone and entertainment for young and old. It was a great success **THANK YOU TO EVERYONE WHO HELPED OUT!**

### ANNUAL PUMPING STATISTICS:

Gallons pumped from Bear Hill and East Main	154,954,000	a decrease of 18,638,900 from 2003
Gallons sold to customers	123,022,180	a decrease of 4,671,148 from 2003
Gallons used for flushing and plant backwash	8,654,300	
Gallons unaccounted for	23,277,520	- 15% of all water pumped could not be accounted for. Causes: Fire protection, inaccurate meters, water theft and minor leaks not detectable.

**IN THE FUTURE:** The water department is looking into upgrading the water filtration plant to better ensure your water quality. We are also looking to complete our water meter replacement program which due to budget restraints has been slow to reach completion.

My sincere thanks to all employees for their efforts and commitment to water quality throughout the year.

Respectfully Submitted,

Board of Water Commissioners

Daniel Folding, Manager

Norman Denault	Term Expires 2005
Louis Bibeau	Term Expires 2006
Frederick Underwood	Term Expires 2007

**MERRIMAC WATER DEPARTMENT  
INCOME STATEMENT  
JULY 1, 2003-JUNE 30, 2004**

**REVENUE**

Residential, Commercial, Municipal Rates . . . . .	699,554.93
Water Sprinklers . . . . .	2,565.00
Water Miscellaneous . . . . .	13,343.48
Fiscal Year Liens . . . . .	2,399.84
Adjustment to Rate Revenue . . . . .	-179.02
Adjustment to Rate Revenue . . . . .	13.17

**TOTAL REVENUE COLLECTED . . . . . 717,697.40**

**EXPENSES**

Managers Salary . . . . .	19,325.12
Office Salary . . . . .	22,405.76
Water Dept. Wages . . . . .	113,591.52
Overtime . . . . .	24,534.54
Office Supplies . . . . .	21,824.30
Fuel Heat . . . . .	7,913.52
Purchased Power . . . . .	35,072.47
Stock . . . . .	102,739.14
Transportation . . . . .	4,581.36
Engineering . . . . .	1,146.00
Real Estate Taxes (NH) . . . . .	2,544.00
Water Testing . . . . .	6,764.00
Chemicals . . . . .	32,300.10
Cross Connection . . . . .	3,115.00
Well Cleaning . . . . .	6,744.40
Roadway & Excavation . . . . .	14,927.59
Commissioners Salary . . . . .	0
Longevity Pay . . . . .	582.82
Clothing/Boot Allowance . . . . .	1,444.91
Water Conservation . . . . .	5,010.00
Benefit Reimbursement . . . . .	58,772.04

**TOTAL DIRECT EXPENSES . . . . . 485,339.39**

**TOTAL WATER BOND EXPENSE . . . . . 169,412.50**

**TOTAL DIRECT AND BOND EXPENSE . . . . . 654,751.89**

**GROSS PROFIT . . . . . 62,945.51**



## ANNUAL REPORT OF THE BOARD OF SEWER COMMISSIONERS

The following is a report of the Board of Sewer Commissioners for calendar year 2004. The Merrimac Wastewater Treatment Facility is an extended aeration oxidation ditch process designed to treat 450,000 gallons of raw sewage and 1,000 gallons of septage per day. In 2004, 146,760,900 gallons of raw sewage were treated. The average daily flow treated was 482,085 gallons of raw sewage. The facility ended 2004 operating at 85% capacity. The wastewater process generated 415 cubic yards of wet sludge that was recycled for agricultural re-use as approved by the Massachusetts Department of Environmental Protection.

Many homes have sewer available to them and are not connected to the system. The Board urges those people to connect, as capacity is not saved at the plant. In 2004, 30 houses were connected to the system.

The Sewer Department is working with Mass DEP on the Administrative Consent Order (ACO) which was issued in October 2002, requiring the Town of Merrimac to upgrade its wastewater treatment facility to meet requirements stated in the Mass DEP Permit. This upgrade is near completion and should be finished within the next 3 months (depending on the weather), excluding the second screwlift which is being built now and should arrive later in the spring of 2005.

Per order of Mass DEP, the Sewer Department hired a full-time operator who started on December 20, 2004.

### REVENUE FISCAL YEAR 2004

Invoiced User Fees	661,528.26	†(32,010.31)
Collected:		
User Fees	662,798.65	
Liens	2,247.03	
Fees & Licenses	2,605.00	
Betterments	38.17	
Total Collected		667,688.85

### Expenditures Fiscal Year 2004

O&M	563,603.86	
Debt Service	76,626.25	
Total Spent		<u>640,755.11</u>
	Gain	26,933.74

### Development Fund

Balance end of Fiscal Year 2003	84,519.04	
Collected Fiscal Year 2004	58,162.87	
Total Collected		142,681.91
Expended		<u>417.89</u>
Balance End of Fiscal Year 2004		142,264.02

†Uncollected user Fees

Respectfully Submitted,  
BOARD OF SEWER COMMISSIONERS

Michael P. Fall	Term Expires 2007
Richard L. Herbert	Term Expires 2005
John G. Buzzell, Sr.	Term Expires 2006



## ANNUAL REPORT OF THE MERRIMAC LIGHT DEPARTMENT YEAR ENDING DECEMBER 31, 2004

The Board of Light Commissioners and Manager are pleased to submit the Annual Report of the Merrimac Light Department for the year 2004.

**NEW SERVICES:** During 2004, there were a total of 12 new electrical services added to the town's electric distribution system. The total number of electric meters in service at year's end was 2,660.

**IMPROVEMENTS:** Tree trimming was completed in the following areas for improved system reliability: Attitash Ave, Bisson Lane, Meadow Ave, Merrimac Ave, Pine Bluff, Hillside Ave, Pleasant View Ave, Thorndike Ave, Mountain Ave, Bancroft Lane, South Pleasant St, High St, Locust St, Bear Hill Rd, First Ave, Second Ave, North Shore Drive, Valley St, Mythical St, Chestnut St and parts of River Rd, North St and Middle Rd. Trimming is to better improve our electrical systems reliability.

Upgrades for the conversion of the distribution system to a higher voltage for improved efficiency and system reliability was completed for the Church St. and Highland Rd out to the town lines. Additional conversion work started along the Bear Hill Rd. area, which included replacement of poles, wire and transformers. Completion of the Bear Hill Rd. area conversion is planned for 2005.

**WE CELEBRATED OUR 100TH ANNIVERSARY:** The Merrimac Light and Water Department celebrated our 100th anniversary this past October. We celebrated by having an open house at the Federal Way garage. There was food and drinks for everyone and entertainment for young and old. It was a great success **THANK YOU TO EVERYONE WHO HELPED OUT!**

### CONTRIBUTIONS TO THE TOWN:

In Lieu of Tax Payment:	\$13,000
Unbilled Streetlight Usage:	\$15,674
Streetlight bulbs and fixtures:	\$ 3,235

**COMMUNITY:** The Merrimac Light Department is a Public Utility, that means it is owned by it's rate payers and not by a board of directors like the investor owned utilities. That means that when you call or come into the office you get to talk to a person. Someone who will help you with questions that you may have about your bill or your electric service. We at the Merrimac Light and Water Department are here to serve the community.

We continue to provide residents with some of the lowest electric rates in the State. Our equipment and distribution system is prepared to serve you reliably now and in the future. The people who make this utility work for you - the employees and Commissioners - are the people who made this year work for all of us. They deserve our praise and my gratitude.

Respectfully Submitted,

Daniel Folding, Manager

Board of Light Commissioners

Norman Denault	Term Expires 2005
Louis Bibeau	Term Expires 2006
Frederick Underwood	Term Expires 2007

**MERRIMAC ELECTRIC LIGHT DEPARTMENT  
COMPARATIVE BALANCE SHEET 2004**

	Balance Beginning of Year	Balance End of Year	Increase or (Decrease)
<b><u>ASSETS</u></b>			
<b>UTILITY PLANT</b>			
101 Utility Plant — Electric .....	2,457,330.18	2,524,284.24	66,954.06
<b>FUND ACCOUNTS</b>			
125 Sinking Funds .....	719.17	719.17	-
126 Depreciation Fund .....	644,981.29	914,397.87	269,416.58
<b>CURRENT AND ACCRUED ASSETS</b>			
131 Cash .....	62,539.77	41,178.54	(21,361.23)
132 Special Deposits .....	43,191.35	41,534.16	(1,657.19)
132 Working Funds .....	200.00	200.00	0.00
142 Customer Accounts Receivable .....	114,292.20	132,391.25	18,099.05
143 Other Accounts Receivable .....			
146 Receivables from Municipality .....			
151 Materials and Supplies .....	15,001.94	15,001.94	0.00
165 Prepayments .....	23,564.00	19,617.00	(3,947.00)
165 Prepayments CTC charge.....	744,000.00	558,000.00	(186,000.00)
<b>DEFERRED DEBITS</b>			
183 Other Deferred Debits.....	<u>8,826.22</u>	<u>6,361.25</u>	<u>(2,464.97)</u>
<b>Total Assets and Other Debits</b>	<b><u>4,114,646.12</u></b>	<b><u>4,253,685.42</u></b>	<b><u>139,039.30</u></b>
<b><u>LIABILITIES</u></b>			
<b>SURPLUS</b>			
206 Loans Repayments.....	851,987.96	942,417.96	90,430.00
207 Appropriations for Construction Repayments.....	8,889.05	8,889.05	0.00
208 Unappropriated Earned Surplus.....	2,135,633.43	2,152,427.47	16,794.04
<b>LONG TERM DEBT</b>			
221 Bonds .....			
231 Notes Payable .....	364,720.00	274,290.00	(90,430.00)
<b>CURRENT AND ACCRUED LIABILITIES</b>			
232 Accounts Payable .....	136,290.86	158,312.87	22,022.01
235 Customer Deposits.....	43,191.35	41,534.16	(1,657.19)
242 Miscellaneous Current and Accrued Liabilities .....	8,826.22	6,361.25	(2,464.97)
<b>DEFERRED CREDITS</b>			
252 Customer Advances for Construction .....	1,220.67	1,220.67	0.00
<b>RESERVES</b>			
260 Reserves for Uncollectible Accounts .....	12,637.74	5,799.12	(6,838.62)
<b>CONTRIBUTIONS IN AID OF CONSTRUCTION</b>			
271 Contributions in Aid of Construction .....	<u>551,248.84</u>	<u>662,432.87</u>	<u>111,184.03</u>
<b>Total Liabilities and Other Credits</b>	<b><u>4,114,646.12</u></b>	<b><u>4,253,685.42</u></b>	<b><u>139,039.30</u></b>

**MERRIMAC ELECTRIC LIGHT DEPARTMENT  
STATEMENT OF INCOME FOR THE YEAR 2003**

	Current Year	Increase or (Decrease) from Preceding Year
<b>OPERATING INCOME</b>		
400 Operating Revenue .....	2,684,787.86	9,139.11
<b>OPERATING EXPENSES</b>		
401 Operation Expense .....	2,028,565.19	6,166.81
402 Maintenance Expense .....	256,170.48	(40,696.68)
403 Depreciation Expense .....	265,536.72	12,522.97
<b>Total Operating Expenses .....</b>	<b>2,550,272.39</b>	<b>(22,006.90)</b>
<b>Operating Income .....</b>	<b>134,515.47</b>	<b>31,146.01</b>
<b>OTHER INCOME</b>		
415 Income from Merchandising, Jobbing and Contract Work .....		
419 Interest Income .....	16,211.27	2,963.48
421 Miscellaneous Nonoperating Income .....		
<b>Total Income .....</b>	<b>150,726.74</b>	<b>34,109.49</b>
<b>INTEREST CHARGES</b>		
427 Interest on Bonds and Notes .....	18,600.72	(4,611.93)
431 Other Interest Expense .....		
<b>Total Interest Charges .....</b>	<b>18,600.72</b>	<b>(4,611.93)</b>
<b>NET INCOME .....</b>	<b><u>132,126.02</u></b>	<b><u>38,721.42</u></b>

	Debits	Credits
208 Unappropriated Earned Surplus (at beginning of period) .....		2,135,633.43
433 Balance Transferred from Income .....		132,126.02
434 Miscellaneous Credits to Surplus .....		17,924.40
435 Miscellaneous Debits to Surplus .....	98,582.90	
436 Appropriations of Surplus .....	34,673.48	
437 Surplus Applied to Depreciation .....		
208 Unappropriated Earned Surplus (at end of period) .....	<b><u>2,152,427.47</u></b>	
	<b><u>2,285,683.85</u></b>	<b><u>2,285,683.85</u></b>



## RECYCLING COMMITTEE 2004 ANNUAL REPORT

### Curbside Recycling

During 2004, Merrimac generated 1210 tons of trash. 34 percent of this was recycled at curbside. Recycled items included 310 tons of mixed paper and 105 tons of mixed recyclables including cans, glass and plastic. Recycling recently received award notice for new recycling bins, which will be available in the fall of 2005.

### Yard Waste Site

75 Christmas trees were collected in January. Approximately 50 tons of biodegradable material including leaves, grass, and brush was collected in the summer and fall. Brush collection was limited due to time constraints of the highway department. Recycling appreciates the continued support of the highway department for chipping brush, loading materials, and maintaining the site. The highway department put up the new gate in the beginning of the year. In March, Recycling negotiated a reduced per truck rate of \$150 with Spring Hill for the carting. With the support of the Parks and Recreation Commission, work on improving the storage shed/monitor shelter was completed.

### Household Hazardous Waste Collection Day

In July, 143 residents took advantage of the event safely disposing of hazardous materials. Items collected included: 75 propane tanks; 61 tires; 32 batteries; 30 fluorescent bulbs; several hundred gallons of oil paint, flammable liquids, and pesticides; and nearly 325 gallons of used oil. A fee of \$5.00 per car was charged to offset the cost of the program. Merrimac pays Clean Harbors \$24 - \$39 per car load. Separate fees were charged for items including: car batteries, propane tanks and tires. Residents who had obsolete electronics to drop off were directed to Allied Computer Brokers in Amesbury.

### Programs

The committee has presented recycling lessons at the Donaghue School. Mrs. Simmons fourth grade class has joined the Department of Environmental Protection's Green Team program. Other continuing programs include paper recycling in both elementary schools, town hall and the library. Flyers have been distributed to the schools to raise awareness and list approved papers items to recycle.

### Grants

Municipal Recycling Incentive Program (MRIP) financial grants were suspended in 2003 due to funding reductions. During active years this voluntary municipal program provides per ton incentive payments to qualifying municipalities for each ton of specified materials that residents recycle. Recycling has received MRIP financial grants in past years. In 2004, Recycling applied for and received grants for calendars mailed to residents and education supplies for schools.

Respectfully submitted by the Recycling Committee

Dawn Ackerman

Jim Brown

Alicia Quarrier

Michael Miracle



**TOWN OF MERRIMAC**  
**FINANCE DIRECTOR**  
4 School Street  
Merrimac, MA 01860  
Phone (978) 346-0524  
Fax (978) 346-8863  
E-Mail: [mcleodmer@adelphia.net](mailto:mcleodmer@adelphia.net)

**Honorable Board of Selectmen**  
**Town of Merrimac**  
**Massachusetts, 01860**

Honorable Selectmen:

In accordance with the requirements of the Massachusetts General Laws, the Annual Financial Report of the Town Accountant for the Town of Merrimac, for the fiscal year ended June 30, 2004 is herewith submitted.

The data represents a fair and accurate presentation in all material aspects of the Town's financial position and the results of its operations. Disclosures necessary to enable the reader to gain an understanding of the Town's financial affairs have been presented. Included are schedules on debt issue and servicing, a detailed listing of revenue and expenditures, a balance sheet for all fund types and account groups, and a combined statement of cash flows.

The reports are based on information recorded using the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue. The same information was used to prepare the Schedule A.

An audit of the Town's financial records by Bill Fraher, C.P.A., has been completed and the results of this audit are available in my office for public inspection. The books of the Town are also open for public inspection during normal business hours.

Respectfully submitted,

Carol A. McLeod  
Finance Director

**TOWN OF MERRIMAC**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**BUDGETARY BASIS - GENERAL FUND**  
**FOR FISCAL YEAR ENDING JUNE 30, 2004**

	Final Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES</b>			
Property Taxes	\$ 6,672,425	\$ 6,651,790	\$ (20,635)
Excise Taxes	680,000	709,388	29,388
Payment in Lieu of Taxes	14,300	14,290	(10)
Departmental Charges for Services	1,606,622	1,575,857	(30,765)
Licenses and Permit	114,600	195,033	80,433
Intergovernmental	1,113,999	1,108,711	(5,288)
Fines	61,000	56,990	(4,010)
Special Assessments	45,300	122,376	77,076
Investment Income	57,090	47,324	(9,766)
Other	106,100	341,770	235,670
Total Revenue	<u>10,471,436</u>	<u>10,823,529</u>	<u>352,093</u>
<b>EXPENDITURES</b>			
General Government	629,762	547,937	81,825
Public Safety	938,129	913,723	24,406
Education	4,879,462	4,879,462	0
Public Works	1,987,887	1,853,549	134,338
Human Services	177,457	171,524	5,933
Culture and Recreation	227,909	217,034	10,875
Debt Service	1,512,834	1,487,769	25,065
State and County Assessments	55,004	55,004	0
Employee Benefits	373,385	370,953	2,432
Insurance	92,132	92,132	0
Total Expenditures	<u>10,873,961</u>	<u>10,589,087</u>	<u>284,874</u>
Excess (Deficiency) of Revenue over Expenditures	(402,525)	234,442	636,967
Other Financing Sources (Uses)			
Special Articles/Other Sources (Uses)	275,311	275,311	0
Operating Transfers In	148,214	148,214	0
Operating Transfers (Out)	(21,000)	(21,000)	0
Excess (Deficiency) of Revenue over Expenditures and other Financing Sources (Uses)	<u>\$ (0)</u>	<u>\$ 636,967</u>	<u>\$ 636,967</u>

**TOWN OF MERRIMAC**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**FOR FISCAL YEAR ENDED JUNE 30, 2004**

	Governmental Fund Types		Fiduciary Fund Types			
	Special Revenue	Capital Projects	Stabilization Fund	Other Trust and Agency Funds	Total	
Revenues:						
Department Charges for Services	\$ 1,350,728			\$ 165,490	\$ 165,490	
Intergovernmental	\$ 3,752				\$ 3,752	
Investment Income	\$ 230,138		\$ 7,168	(3,098)	\$ 7,822	
Other				7,500	\$ 7,500	
Total Revenue	\$ 1,584,618	\$ -	\$ 7,168	\$ 169,892	\$ 1,761,678	
Expenditures:						
Current						
General Government	\$ 64,914			\$ 74,287	\$ 139,201	
Public Safety	\$ 146,098			\$ 92,445	\$ 238,543	
Public Works	\$ 229,719				\$ 229,719	
Human Services	\$ 4,392				\$ 4,392	
Recreation and Culture	\$ 1,029,570				\$ 1,029,570	
Capital Outlay		\$ 3,547,267			\$ 3,547,267	
Total Expenditure	\$ 1,474,693	\$ 3,547,267	\$ -	\$ 166,732	\$ 5,188,692	
Excess (Deficiency) of Revenues over Expenditure	\$ 109,925	\$ (3,547,267)	\$ 7,168	\$ 3,160	\$ (3,427,014)	
Other Financing Sources (Uses)						
Proceeds from Bonds Issues		\$ 4,446,000			\$ 4,446,000	
Operating Transfers In	\$ 21,000				\$ 21,000	
Operating Transfer Out	\$ (61,100)		\$ (138,214)		\$ (199,314)	
Total Other Financing Sources (Uses)	\$ (40,100)	\$ 4,446,000	\$ (138,214)	\$ -	\$ 4,267,686	
Net Changes in Fund Balances	\$ 69,825	\$ 898,733	\$ (131,046)	\$ 3,160	\$ 840,672	
Fund Balance, Beginning of Year	\$ 808,667	\$ 1,293,766	\$ 605,910	\$ 391,701	\$ 3,100,044	
Fund Balance, End of Year	\$ 878,492	\$ 2,192,499	\$ 474,864	\$ 394,861	\$ 3,940,716	



**TOWN OF MERRIMAC**  
**COMBINING BALANCE SHEET – ALL FUNDS**  
**FOR FISCAL YEAR ENDED JUNE 30, 2004**

	Governmental Fund Types				Fiduciary Fund Types		Account Group
	General Fund	Special Revenue	Capital Projects	Stabilization Fund	Other Trust and Agency Funds	General Long-Term Obligations	
Assets							Total (Memorandum only)
Cash and Cash Equivalents	768,829	878,492	2,192,499	474,864	394,862		4,709,546
Accounts Receivable	828,043						828,043
Due From Other Governments	6,475	164,292					170,767
Amount to be Provided for Payment of Bonds						14,776,725	14,776,725
Total Assets	<u>\$ 1,603,347</u>	<u>\$ 1,042,784</u>	<u>\$ 2,192,499</u>	<u>\$ 474,864</u>	<u>\$ 394,862</u>	<u>\$ 14,776,725</u>	<u>\$ 20,485,081</u>
Liabilities and Fund Equity							
Liabilities							
Warrants, Accounts, and Bonds Payable	(2,680)					14,776,725	14,774,045
Short Term Notes Payable					(145)		0
Deferred Revenue, Other Liabilities	828,043						827,898
Total Liabilities	<u>\$ 825,363</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(145)</u>	<u>\$ 14,776,725</u>	<u>\$ 15,601,943</u>
Fund Balances							
Reserved for Specific Purposes	207,028						207,028
Unreserved	570,956	1,042,784	2,192,499	474,864	395,007		4,676,110
Total Fund Balances	<u>\$ 777,984</u>	<u>\$ 1,042,784</u>	<u>\$ 2,192,499</u>	<u>\$ 474,864</u>	<u>\$ 395,007</u>	<u>\$ -</u>	<u>\$ 4,883,138</u>
Total Liabilities and Fund Equity	<u>\$ 1,603,347</u>	<u>\$ 1,042,784</u>	<u>\$ 2,192,499</u>	<u>\$ 474,864</u>	<u>\$ 394,862</u>	<u>\$ 14,776,725</u>	<u>\$ 20,485,081</u>

**TOWN OF MERRIMAC  
GENERAL LONG TERM OBLIGATIONS  
FISCAL YEAR 2004**

Issue	Issue Date	Interest Rate	Original Amount	Balance 7/1/03	Additions	Retired	Balance 6/30/04	Interest Paid 7/1/03-6/30/04
School Building	5/15/1994	5.05% - 6.75%	\$ 6,265,000.00	\$ 325,000.00	\$ -	\$ 325,000.00	\$ -	\$ 17,387.00
Multi-Purpose Loan	8/15/1995	4.5% - 7.5%	\$ 1,105,000.00	\$ 90,000.00	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 4,455.00
Title V	4/29/1999	0%	\$ 200,000.00	\$ 155,405.28	\$ -	\$ 11,100.36	\$ 144,304.92	\$ -
Multi-Purpose Loan	12/15/1999	5.125% - 6.5%	\$ 1,910,000.00	\$ 1,555,000.00	\$ -	\$ 115,000.00	\$ 1,440,000.00	\$ 79,973.75
Multi-Purpose Loan	12/15/2000	5.10%	\$ 999,000.00	\$ 699,000.00	\$ -	\$ 150,000.00	\$ 549,000.00	\$ 31,824.00
River Road MWPAT	10/6/1999	.	\$ 149,856.00	\$ 133,172.00	\$ -	\$ 5,752.00	\$ 127,420.00	\$ 1,565.50
Multi-Purpose Loan	6/28/2001	5.5% - 5.75%	\$ 310,000.00	\$ 220,000.00	\$ -	\$ 40,000.00	\$ 180,000.00	\$ 12,210.00
Multi-Purpose Loan	4/5/2002	3.79%	\$ 356,000.00	\$ 290,000.00	\$ -	\$ 60,000.00	\$ 230,000.00	\$ 10,991.00
Refunded	10/15/2002	2.5% - 4.6%	\$ 4,820,000.00	\$ 4,820,000.00	\$ -	\$ 195,000.00	\$ 4,625,000.00	\$ 156,375.00
Town Hall	10/15/2002	2.5% - 4.6%	\$ 2,850,000.00	\$ 2,850,000.00	\$ -	\$ 145,000.00	\$ 2,705,000.00	\$ 106,295.00
Sewer	10/15/2002	2.5% - 4.6%	\$ 100,000.00	\$ 100,000.00	\$ -	\$ 5,000.00	\$ 95,000.00	\$ 3,740.00
Multi-Purpose Loan	11/15/2003	2% - 4.5%	\$ 4,231,000.00	\$ -	\$ 4,231,000.00	\$ -	\$ 4,231,000.00	\$ 77,436.25
Multi-Purpose Loan	4/15/2004	3.75%	\$ 405,000.00	\$ -	\$ 405,000.00	\$ -	\$ 405,000.00	\$ -
<b>Total All</b>				<b>\$11,237,577.28</b>	<b>\$ 4,636,000.00</b>	<b>\$ 1,096,852.36</b>	<b>\$14,776,724.92</b>	<b>\$ 502,253.00</b>
<b>Less: Electric</b>				<b>\$ (455,150.00)</b>	<b>\$ -</b>	<b>\$ (90,430.00)</b>	<b>\$ (364,720.00)</b>	<b>\$ (20,906.68)</b>
<b>Total Excluding Electric</b>				<b>\$10,782,427.28</b>	<b>\$ 4,636,000.00</b>	<b>\$ 1,006,422.36</b>	<b>\$14,412,004.92</b>	<b>\$ 481,346.32</b>

## ANNUAL REPORT OF THE BOARD OF ASSESSORS

The Board of Assessors respectfully submits the following report for calendar year 2004.

In 2004, the Massachusetts Department of Revenue instituted a number of new programs that will change the way the Board of Assessors will assess homes in the future. In a time when communities are trying to find tax dollars to supplement those lost by the Legislature's reduction in State aid, these changes will be of great assistance.

The first is a "Supplemental Tax." Under normal practice, a new home may not receive a tax bill for up to the first eighteen (18) months. Under this new program, we would tax the homeowner from the date of the "Certificate of Occupancy." This will increase revenue significantly.

The second now mandates that we do "Interim Adjustments." Although this practice has been in effect for years, communities were only required to do the minimum "Re-certification of Values" every three years. Merrimac only re-certified every three years, but now we are mandated (as are other communities) to review sales each year and make sure that the assessed values to sale values remain at 90%. If it is not, we have to adjust the values accordingly.

The Town of Merrimac voted to increase the qualification for Elderly Exemption to help those who just missed the chance for tax relief.

The Town also voted to institute an "Elderly Work-off Program." This allows those who meet the qualifications to work up to 110 hours per year within a Town department and receive up to \$750.00 per year off their tax bill after taxes.

All of the above programs are going to require a greater workload for the Assessors and their staff.

The Board of Assessors

Edward R. Davis, Chairman	Term expires 2006
George W. Mutti	Term expires 2005
Diane F. Cole	Term expires 2004

Joyce Clohecy  
Clerk

Michelle Barry  
Assistant Clerk



**ANNUAL REPORT OF  
THE BOARD OF ASSESSORS  
Tax Rate Recapitulation Fiscal 2005**

1. Tax Rate Summary		
A. Total Amount to be Raised		\$11,778,208.52
B. Total Estimated Receipts & Revenue		4,599,653.89
C. Net Amount to be Raised by Taxation (Levy)		7,178,554.63
D. Classified Tax Levies		
1. Residential	95.3419%	
2. Open Space	0	
3. Commercial	2.6690	
4. Industrial	1.2613	
5. Personal Property	0.7278	
	<u>100.0000%</u>	
2. Amount to Raise		
A. Appropriation		\$11,664,668.89
B. Cherry Sheet Offsets		7,273.00
C. State & County Cherry Sheet Charges		75,867.00
D. Overlay		50,399.63
Total Amount to be Raised		\$11,778,208.52
3. Estimated Receipts and Other Revenue		
A. Estimated Receipts — State		\$ 1,222,080.00
B. Estimated Receipts — Local		2,944,844.00
C. Revenue Appropriated		419,729.89
D. Other Revenues to Reduce Tax Rate		13,000.00
Total Estimated Receipts		\$ 4,599,653.89
Number of Taxable Accounts		
Residential Single	1,540	
Residential Two	118	
Residential Three	6	
Residential Apt Bldg	19	
Residential Land	212	
Condominiums	128	
Commercial	56	
Industrial	21	
Commercial Other	69	
Personal Property	119	

## ANNUAL REPORT OF THE PLANNING BOARD

2004 was an exceptionally busy time for the Merrimac Planning Board. We saw the completion of the revised Zoning By-Laws, which were approved for use by the Town Meeting and the Attorney General of Massachusetts. We also arranged for training on the new by-laws with our consultants, COG, who was also instrumental in the creation of our revised Master Plan. The training sessions were open to all interested town boards and were attended by the Planning Board, Building Inspector and the ZBA to name a few. There were many individuals who participated in the rewrite process, most notably the Subcommittee Chairman, W. Earl Baumgardner, who also retired from the board after 12 years of service.

Regarding the weekly work of the planning board, we approved 6 Form "A" building lots throughout town and had 4 withdrawn from consideration. We reviewed 1 Preliminary and 1 Definitive Subdivision submission and 1 Conceptual submission. We oversaw the continuation of 3 subdivisions and completed work on another, Ahern Circle. In total the board received \$18,201.00 in fees for the year.

I want to take a moment to recognize the fine work and outstanding commitment to public service by the remaining members of our board, Vice Chairman Raymond Gingras, Robert Sinibaldi, John Thomas and our newest member Sandra Venner. I also want to recognize our secretary, Patricia True, who remains a valuable asset and without whom our work would be much more difficult and a lot less fun.

It has been a pleasure to serve the citizens of Merrimac and I look forward to another busy and productive year.

Respectfully Submitted,

Ricky J. Pinciario  
Chairman

### Members and Terms:

Ray Gingras	2005
Robert Sinibaldi	2006
John Thomas	2007
Ricky Pinciario	2008
Sandra Venner	2009

## ANNUAL REPORT- OFFICE OF THE TOWN CLERK

To the Honorable Board of Selectmen:

Gentlemen:

As Town Clerk of the Town of Merrimac, I hereby submit my annual report for the year 2004.

### BIRTHS

Number of Births Recorded . . . . .	50
Males . . . . .	30
Females . . . . .	20
Father, Native Born . . . . .	0
Mother, Native Born . . . . .	3
Both Parents Native Born . . . . .	43
Both Parents Foreign Born . . . . .	0
Mixed Parentage . . . . .	4

### MARRIAGES

Number of Marriages Recorded . . . . .	21
First Marriage, Male . . . . .	12
First Marriage, Female . . . . .	15
Male Native Born . . . . .	21
Female Native Born . . . . .	18
Average Age, Male . . . . .	43yrs
Average Age, Female . . . . .	34yrs 5m

### DEATHS

Number of Deaths Recorded . . . . .	40
Males . . . . .	19
Females . . . . .	21
Under 5 years . . . . .	1
Males, Native Born . . . . .	18
Females, Native Born . . . . .	21
Parents, Native Born . . . . .	30
Parents, Foreign Born . . . . .	6
Mixed parentage . . . . .	4
Average Age . . . . .	73yrs-6m
Oldest Person . . . . .	96

### LICENSES

Total Dog Licenses . . . . .	716
Male . . . . .	21
Female . . . . .	32
Spayed . . . . .	323
Neutered . . . . .	340
Kennel Licenses . . . . .	0
Sporting Licenses . . . . .	123
Minor's Sporting Licenses . . . . .	7

Respectfully submitted,  
Patricia E. True  
Town Clerk



## ANNUAL REPORT OF THE ANIMAL CARE AND CONTROL OFFICER

To the Honorable Board of Selectmen: Activities from January 1, 2004 to December 31, 2004

The number of dogs licensed for the license year April 1, 2004 to March 31, 2005 was 717 dogs. Dogs licensed the previous year, 2003 were 648 and in 2002 there were 643 dogs licensed. I believe this to be an improvement in the number of people who comply with MA General Law Ch 14 Sec 137 requiring all dogs to be licensed, and perhaps the population increase in the town of Merrimac. A low cost Rabies clinic was held at the Merrimac Fire Station on April 28, 2004.

Twenty -two dogs were picked up running at large. The fines paid to the Merrimac General Fund for leash law violations were \$630.00. Injured on the roads, were eight dogs and 1 cat. Killed on the roads were 1 dog and 3 cats. Among other animals killed in town were muskrat, skunks, opossums, woodchucks, fox, deer. 3 Crows died, perhaps of West Nile disease. Destroyed under suspicion of rabies were two skunks-and 1 fox.

Quarantined for 10 days for biting humans were 4 dogs and 1 cat. Quarantined for 6 months with wounds of unknown origin and the animal not having a valid/current rabies vaccination were 5 cats. Rabies vaccinations are required by MA State law for all dogs and cats 4 months of age and older. There were four recorded dog fights in town.

There were 74 Nuisance complaints received concerning dogs and 13 Barking Complaints received. Being a responsible pet owner creates goodwill for all neighbors and is common sense for everyone - human and animal. There were thirteen reported lost dogs. Twenty-three cats were reported missing. And thirteen cats reported were found or hanging around a house. Found dogs reported were fifty-one. This number represents dogs seen passing through a-yard, seen on a roadside and reported by a cell phone caller or reports given to the police department, dogs captured running at large, a neighbor reporting a neighbor's dog briefly loose, dogs found in neighboring towns, etc. A current license tag-on the collar will help get your dog home. Cats should also wear collars with ID tags or a rabies tag attached.

There were forty-eight calls with questions concerning wildlife - both outside and inside homes. Wildlife has adapted well to our residential neighborhoods. The first step in reducing conflicts between people and wildlife is prevention. Food and shelter attract animals, so look around your property and remove or limit access to those attractions.

Respectfully Submitted,

Madelyn Cirinna

Animal Care and Control Officer

## ANNUAL REPORT OF CAPITAL PLANNING COMMITTEE

As in other years, departments were asked to submit forms documenting their capital requests for FY'05 and the next five years. Capital items included on the request forms and on the inventory forms maintained by the departments must have life duration of at least five years and initial cost of \$5,000 or more. In March, the committee met with the departments and reviewed supporting documents to determine its recommendations. The criteria applied for developing recommendations in order of priority are: a.) necessary to respond to state or federal mandate; b.) public health and/or safety consideration; or c.) operational necessity. The available source of funding for each item is also taken into consideration in making the recommendations.

At the May 2004 Annual Town Meeting, the CPC recommended expenditures for four capital items for a total of \$51,500 funded through the Stabilization Fund – all were voted affirmatively. A report from the CPC was distributed to Town Meeting voters. The report included an analysis of the multi-year property tax impact of recently voted debt exclusions for major capital projects, and recently voted general overrides. It also included a summary of the recommendations for articles appearing on the warrants, and a listing of departments' requested capital expenditures through FY'09.

Throughout the course of the year, the CPC reviewed progress on ongoing capital projects and discussed the impact of upcoming proposed projects and their potential revenue sources.

A Special Town Meeting was held on November 8, 2004. The CPC recommended support for the transfer of \$150,000 from the Sewer Capital Fund for the purchase of a screw lift pump. The article was amended on Town Meeting floor to \$175,000 to cover other unforeseen costs during the upgrade of the Waste Water Treatment Plant.

The CPC also recommended support for appropriating \$70,942 in one-time municipal aid received from the State of Massachusetts to the Stabilization Account. On Town Meeting floor the sum of the appropriation was reduced to \$35,942. With this new appropriation, there is \$460,448 in the Stabilization Fund. This amount is below the recommended 5-10% of the operating budget for the town, which currently is \$10.8 mil. An inadequate amount in the Stabilization Fund can lower the Town's bond rating, negatively affecting the rate of interest when the Town next needs to borrow for a major capital project.

Respectfully submitted,

Sandra Venner, Chairperson

Michael Baumert, Representing Finance Committee

Janet Bruno, Representing Board of Selectmen; Replaced by Carol Traynor in Sept. '04.

Ed Madden

Vacancy filled by Janet Bruno in Sept. '04

**ANNUAL REPORT OF THE TOWN OF MERRIMAC  
OPEN SPACE COMMITTEE  
FEBRUARY 2005**

The Open Space Committee meets the 3rd Tuesday each month at 7:30 PM at Town Hall. The Committee welcomes all interested town residents to join us.

The Commission's Mission is to work to protect the natural resources of Merrimac, the gems of green space that we too often take for granted, until they are threatened by development.

In October 2004, the Committee received approval at Town Meeting to expend not more than \$8,000 from its Open Space Preservation Account for the purpose of hiring a consultant to complete the committee's Open Space Plan. This plan, required by the State, in order to secure any grants or other state-sponsored funds, has been in draft form for several years. The all volunteer Open Space Committee has lacked the resources and time to finalize the Plan on its own. The board hired the firm, Communities Opportunity Group (COG), for their expertise and relevant work experience on Merrimac's recently completed Master Plan.

The reason for the Commission's existence: Open space pays the town back in several ways:

- Open space protection saves the town money: development increases demands for schools, roads, water, and related infrastructure.
- Open space increases the quality of life for all residents: a healthy environment provides clean water, clean air, recreation, increased property values, etc.
- Open space provides biological diversity: for deer, bald eagles, otters, herons, as well as for rare plant species.

Respectfully,

The Open Space Committee

Deborah Woodward, Chair

Michelle Carley

Tom Graziano

Nancy Perkins

Roy Rigordaeva

Donna Tierney

Sandra Venner



## MERRIMAC CONSERVATION COMMISSION 2004 ANNUAL REPORT

The primary function of the Conservation Commission is to protect and preserve wetland resource areas as defined in the Massachusetts Wetland Protection Act and the Merrimac Wetland Protection Bylaw. Since Colonial times, Massachusetts has lost nearly one third of its wetlands to development. The loss of wetlands means the loss of the vital benefits they provide. These benefits include the protection of water quality for Merrimac's surface and groundwater, stormwater and flood damage protection, and the protection of wildlife and plant habitat.

The Commission works to protect the Town's natural resources in accordance with the Act and the Town Bylaw. The Conservation Commission is composed of seven members who serve as unpaid volunteers, who are assisted by a part-time Wetland Agent. The Commission generally meets once a month on the second Wednesday of the month to conduct regular business and public hearings on proposed projects under the Commission's jurisdiction. When necessary, the Commission schedules special meetings and site visits to review projects. During the course of this year, twelve regular meetings were held, six site visits were conducted, and the Commission held three special meetings. There were sixteen projects filed with the Commission, primarily involving construction of subdivision roads and utilities, new single-family homes, and additions to existing buildings throughout Merrimac. In addition to reviewing proposed projects submitted by property owners, the Commission addresses work that affects wetlands conducted without the required permits. In 2004, five enforcement orders were issued to property owners regarding work undertaken in violation of the Act.

This year, the Commission initiated efforts to provide increased protection to the Town's wetland resources. In response to the continued reductions in assistance available from the Massachusetts Department of Environmental Protection in administering the Wetland Protection Act and the pace of development in town, the Commission drafted and implemented a Merrimac Wetland Protection Bylaw. The Bylaw was adopted at Town Meeting in the fall of 2003, and it became effective in late 2003 following approval by the Massachusetts Attorney General. During 2004, the Commission expended considerable effort in drafting the Merrimac Wetlands Protection Regulations to implement the requirements of the Wetland Bylaw. Following review of several drafts of the regulations, the Commission held two public hearings on the proposed regulations to obtain comments from the public, and the regulations were subsequently adopted in August 2004. The regulations include a number of provisions to strengthen protection of Merrimac's wetlands including:

1. Provide added protection to wetlands with no or limited protection by state law such as isolated wetlands and vernal pools--wetlands that hold water in the spring long enough to provide critical breeding habitat for frogs, salamanders and other aquatic life and most dry up by mid-summer. Vernal pools are rare in the landscape. Many vernal pools are small, isolated wetlands that have little or no protection under the Massachusetts Wetland Protection Act.
2. Establish a no-disturb zone surrounding wetlands to protect wetlands from new development.
3. Allow the Commission to issue fines to irresponsible property owners who ignore orders issued by the Commission and damage wetland resources.
4. Allow the town to charge reasonable application fees to defray the cost of administering the Bylaw.

The Commission is now applying the requirements of the new regulations to any project in town. If you are contemplating any work within 100 feet of a wetland or within 200 feet of any river or stream that flows year-round (such as the Merrimack River and Cobblers Brook), you need to consult with the Commission prior to undertaking any work.

Wetlands are an important resource to Merrimac. They protect, filter, and provide the high quality of water in our wells. They protect and support fish and wildlife in Lake Attitash, the Merrimack River, and other water bodies in town. They provide habitat and food sources for the birds and other animals that make Merrimac a unique place to live. They provide large tracts of open and undeveloped land that make up the quality of life we all enjoy in Merrimac. The Commission is eager to assist landowners in their decisions about whether and how to proceed with a project near wetlands. We encourage all residents to contact us regarding any questions or concerns related to the Towns wetland resources. The Commission is always looking for interested citizens that may want to become involved in working to protect the valuable wetland resources we all share in Merrimac. If you have an interest or expertise in protecting wetlands, please contact any of the Commission members, or just attend one of the meetings to get involved.

Respectfully Submitted,

Merrimac Conservation Commission

Robert Prokop, Chairman

Eleanor Hope-McCarthy

Jon Pearson

Jake SanAntonio

Janet Terry

Deborah Woodward

Arthur Yarranton



## 2004 ANNUAL REPORT OF THE BOARD OF HEALTH

The Board of Health meets at 7:00 PM on the first Thursday of each month. We may be contacted at 978-346-4066. The office is staffed on Tuesdays and Thursdays from 8:30 AM to 4:00 PM.

During 2004, the Board of Health has continued to participate in the Public Health Emergency Preparedness Plan for our region. Edward Gallagher and Eileen Stepanian, Town Nurse, are our primary representatives and contacts in this program.

Edward Gallagher is the Health Inspector for the Town. He has a BS Degree in Engineering Technology/Environmental Option. He is a Registered Sanitarian and Soil Evaluator and is a Certified Title V Site Inspector. He is also a licensed Waste Water Operator. Ed inspects food establishments and disposal system installations, reviews septic designs, witnesses percolation and deep hole tests, responds to health-related complaints, and performs other Title V and health-related duties as required.

Laura Weaver, Chairperson, is available to do soil testing and to witness percolation and deep hole tests.

Deborah Ketchen, Certified Professional Food Manager, is available to inspect food establishments, perform soil tests, and to witness percolation and deep hole tests.

Eileen Hurley, Member of the Board and Office Administrator, is MAHB Certified, and assists contractors and the general public by responding to their questions and requirements. She also oversees the Title V Program and maintains central records and minutes of meetings.

During 2004, the Board responded to multiple complaints relating to odors, birds, dumpsters, well and septic conditions, and other private matters. For ten weeks each summer, Lake Attitash water test results are published weekly in the Town of Merrimac official web site: <http://www.merrimac01860.info>

The following permits generated \$13,160 in revenue, a 12½ percent increase over 2003 revenue.

BUSINESS PERMITS			WORK PERMITS		
Qty.	Category	Fee	Qty.	Category	Fee
24	Food	\$ 1,080	13	Disposal System	\$ 3,975
21	Installer	2,815	2	Perc. & Deep Hole Test	2,290
4	Hauler	200	17	Well & Pump	1,800
7	Muscular Therapy	350	6	Septic Abandonment	300
2	Tanning	150			
5	Tobacco Sales	100			
2	Nails	100			
Total:		\$ 4,795	Total:		\$ 8,365

Respectfully Submitted,

Merrimac Board of Health

Deborah Ketchen

Term expires 2007

Laura Weaver

Term expires 2006

Eileen Hurley

Term expires 2005



## 2004 PUBLIC HEALTH NURSE REPORT

Many of the issues addressed in last year's report; Lyme disease prevalence, Flu vaccine availability and emergency preparedness at the local level continue to consume a great deal of my activities. Lyme disease remains a predominant health risk in this region. It is especially important to remember to do a "tick check" of your entire body whenever engaging in outdoor activities during the high-risk months—May to October. Wearing preventative clothing, light in color with long sleeves and long legs tucked into socks coupled with the appropriate insect repellent continues to be the best means of prevention.

This year's Flu season and the associated distribution issues topped last year's misadventures by far. It has become an expectation now that each succeeding year's problems will exceed those of the year before when Flu season arrives. I trust that the people who did not attend the Board of Health clinics were able to receive their immunization at their health care provider's office. Purchase of vaccine to supplement the state allotment will continue in the coming year.

Emergency Preparedness at the local level is promoting integrated collaboration within each community to develop all-event response plans. This year's focus is centered on risk communication and mass dispensing clinics for medications following local exposure to either a chemical or biological agent. The creation of a medical reserve corps within each community will be a chief component of this action. Written, workable and realistic plans are in progress for Merrimac as well as the other communities in our Northeast Public Health Coalition. I continue to represent the Town of Merrimac in this activity.

My office remains on the first floor of the Senior Center, 100 East Main Street, where I am available in person or by phone at 978-346-9549 X-14. Weekly public blood pressure clinics are held at Merri Village Community Hall on Mondays at 1 PM and on Tuesdays at 12:30 PM at the Senior Center. Adult immunizations are available by appointment.

Respectfully Submitted,

Charlotte Eileen Stepanian, BS, MSN, RN,C

## MERRIMAC COUNCIL ON AGING Annual Report FY04

The Merrimac Council on Aging's main focus this year was to continue providing and expanding services to seniors in the Merrimac community. The development of these services comes from the requests received from seniors or their families. The COA is proud to work collaboratively with other town departments including Board of Selectmen, Public Health, Fire and Police to help our senior community remain in their homes, close to their friends and family, and active in the community.

This year, the COA celebrated their 30th Anniversary in May with a kick-off Community Breakfast. Many past directors, staff persons and community members from Merrimac and throughout the Merrimack Valley attended the celebration. A special luncheon was held for the seniors and the COA held special events that highlighted the activities and programs offered at the Senior Center throughout the year including a bridge tournament, pool tournament, and bowling tournament.

A highlight of the year was the *First Annual Golf Tournament* in August, sponsored by the Friends of the COA and the COA Board of Directors. Special thanks to Charles Hackett who worked tirelessly on behalf of the Friends and to all of the Friends of the COA. Through this fundraising event, the Senior Center was able to have lighting installed in the rear parking lot (at no cost to the Town); which brings safety with a well-lit parking area for our Garden Club that meets on Tuesday evenings, Widow and Widower group that meets Wednesday evenings, and the AA group that meets on Thursday evenings.

The Friends of the COA, also began a fundraising campaign to raise matching funds for a new handicap accessible van for the Senior Center as part of an Executive Office of Transportation, Mobility Assistance Grant application. In April, the Council was notified that they were awarded a capital assistance grant of \$30,210.40, or eighty percent of the base cost of one (1) maxivan. The remaining twenty percent will be raised by the Friends through donations from local businesses and community members, including a \$5,000 challenge match from the Merrimac Savings Bank.

The Guest Chef program continues to be a huge success and integral part of our nutrition program. Harbor Schools of Merrimac and Amesbury Campuses provide nutritious meals Monday through Thursday. During vacation weeks and holidays, we have volunteer "Guest Chefs" that prepare the meals. These volunteers include our State Rep. Harriett Stanley, Amesbury Village, the COA staff, a local physician, businessmen, and even some of our seniors.

The Senior Food Pantry continues to be a huge success thanks to the 3 churches in town that have been holding food drives on a regular basis to benefit the Pantry. The Merrimac Post Office, Merrimac Boy Scouts, Girl Scouts, and youth groups have also held food drives to benefit the Food Pantry. The Pantry volunteers helped coordinate the food to share with Amesbury Community Action (which also serves Merrimac residents). Many items are donated by seniors who like to help whenever they can as well as many generous community members.

The HVAC system continues to be problematic, and frequently needs servicing which is costly and cannot be adequately budgeted. This is particularly frustrating since the building is only 3 years old.

Respectfully Submitted,

Laura Dillingham-Mailman,  
Executive Director

Council on Aging Board of Directors  
Colleen Ranshaw-Fiorello,  
Chairwoman  
Terry Walden, Treasurer  
Dorothy Lumsden, Secretary  
Mary Cheney, Clerk  
Nancy Bachelder

Dorothy A. Cloyd  
Herbert Gynan  
Irene Kimbrell  
James Murphy  
Victor Perreault  
Carol Sue Ranshaw



**MERRIMAC HOUSING AUTHORITY**  
52 MERRI VILLAGE • MERRIMAC, MASSACHUSETTS 01860  
TELEPHONE: (978) 346-8231

**Annual Report of the Merrimac Housing Authority  
to the Merrimac Board of Selectmen for 2004**

To the Honorable Board of Selectmen,

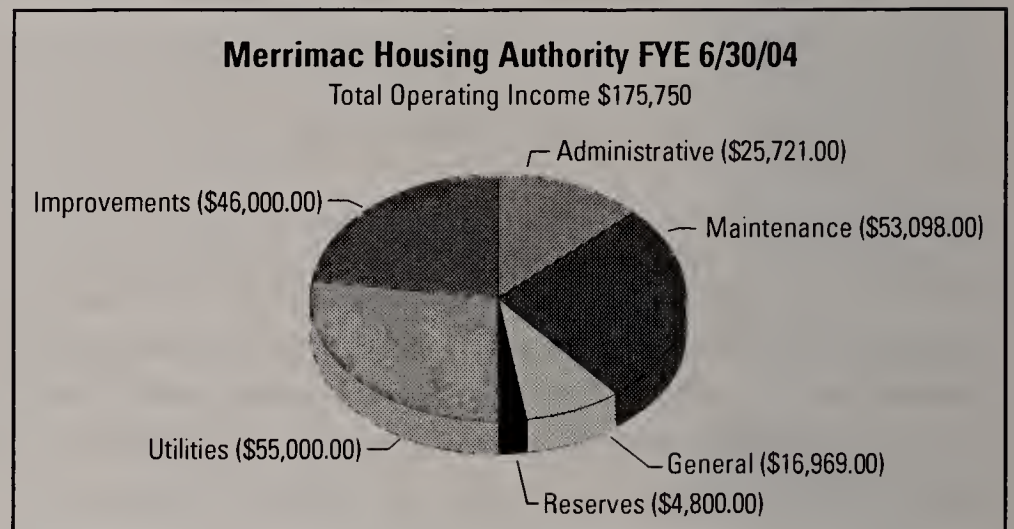
The Merrimac Housing Authority owns and manages 52 units of housing in the Town of Merrimac. The Merri-Village project located on Middle Street contains forty-eight units of one bedroom housing funded under the Chapter 667 program. This program serves individuals and couples who are elderly or disabled. In addition to the 48 one-bedroom units, the MHA owns and manages two duplex units. These are multi-bedroom units, intended for families. Merrimac residents receive a priority for occupancy into these programs. The Merrimac

Housing Authority collected \$ 75,750 in rental income during the Fiscal Year ending June 30, 2004 for the 52 units under management. Average monthly rent for the Merrimac Authority Housing units is \$282. The average monthly cost of operation is \$245 per unit month.

The Merrimac Housing Authority also administers a 22-unit program of Housing Choice Vouchers (formerly known as the Section 8 Existing Housing Certificate Program). This is a federally subsidized housing program administered by the Department of Housing and Urban Development (HUD). The Housing Choice Voucher Program is not unlike its predecessor with the exception of allowing the recipients to pay more than 30% of their monthly adjusted income toward housing costs.

A key component of the new Housing Choice Voucher Program is that program recipients can move to any community that has a recipient housing agency. This mobility component is a great service to voucher holders, but creates additional bureaucratic burdens for the sponsoring agency.

In order to maintain as many units in the Town of Merrimac as possible, the Housing authority is exploring conversion of 20% of our 22 units to a project-based program. We have also instituted another new use of Section 8 subsidies, that of allowing home purchase. Currently, there is one participant in the Merrimac Housing Authority Housing Choice Voucher Home Purchase Program. The program is still very new and requires that the perspective homeowner receive certified Homebuyer Training course. During the Fiscal Year ending June 30, 2004 the MHA spent \$ 196,725 in Federal subsidy dollars to subsidize an average of 21 units each month for an average monthly subsidy of \$626 paid to the property owner on the tenants' behalf.





**Merrimac Housing Authority Board of Commissioners as of Dec. 31, 2004**

Name	Position	Term Expiration
Dorothy Cloyd	Chairman	Term expires: May 12, 2005
Geri Shepherd	Vice Chairman and Governor's Appointee	Term expires: June 3, 2006
Stephen True	Vice Treasurer	Term expires: May 8, 2008
Altha E. Ottman	Member at Large	Term expires: May 13, 2007
Shirley Jones	Member at Large	Term expires: May 12, 2006

**Housing Authority Personnel**

Mr. Robert J. Mazzone	Executive Director (part-time)	employed 2/01/2000
Ms. Jeanne Koch	Administrative Asst. (part-time)	employed 4/18/1995
Ms. Ruth Simon	Leased Housing Admin. (part-time)	employed 5/01/2004
Ms. Alice Granlund	Tenant Selection Coordinator (part-time)	employed 5/08/1998
Mr. Kenneth Murray	Maintenance Mechanic (part-time)	employed 01/05/2004

**Modernization Work at Merri-Village**

During 2004, The Merrimac Housing Authority utilized \$97,864.00 of Massachusetts Modernization funding and also contributed \$47,697.00 from project reserves for a paving and landscaping project which cost \$145,561.00. This project removed the existing asphalt and replaced asphalt sidewalks and drives and included regrading and landscaping to improve drainage and add much-needed parking spaces. The project design work was completed by Cammett Engineering of Amesbury. Newport Construction of Nashua, New Hampshire was the general contractor.

**Merrimac High School Class of 1954 Commemorative Marker.**

In 2004, the MHA Board was asked by the Merrimac High School Class of 1954 to approve the placement of a commemorative marker on the Merri-Village Site on Middle Street. Merri-Village is located on the site where the Merrimac High School once stood. That building was razed over 30 years ago and Merri-Village was completed and occupied in 1973. The Class of 1954 was the last class to graduate from the High School. During 2004, the class of 1954 took up a collection and raised funds to place a marker on the site. The Marker will be placed near Unit #17 at the corner of the project driveway, where it enters back onto Middle Street.

**Management Summary:**

The Merrimac Housing Authority operates three separate housing programs, which account for 74 units of affordable housing for Merrimac Residents. In addition, the Authority staff administer 9 separate housing programs for the Amesbury Housing Authority for a combined total of 315 units of public housing and 108 units of federal subsidy. The agency also monitors all modernization work and is charged with applying for additional capital improvement funds when they are available.

The Merrimac Housing Authority has pledged to work closely with the Merrimac Board of Selectmen and the Town Planning Board in their attempts to bring more local control to affordable housing development in Merrimac, and to be in closer compliance with the housing development goals contained in MGL Ch 40B and Executive Order 418.

The Merrimac Housing Authority holds regular meetings are currently held the 3rd Wednesday of every month at 52 Merri Village at 4:00pm. Merrimac Housing Authority's annual meeting schedule is posted at Merrimac Town Hall at the Town Clerk's Office. The Annual Meeting is held on the 3rd Wednesday in June.

#### Section 8 Fair Market Rents and Payment Standards

The enclosed listing of the maximum allowable fair market rents are put out by the Dept. of HUD for our region. Fair Market Rents include all utilities except water & sewer.

#### Merrimac Housing Authority - Section 8 Housing Assistance Payments Program

*Payment Standard: The maximum monthly assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family). Payment Standards Effective: June 30, 2004*

Bedroom	Fair Market Rent	Increase Factor	Payment Standard
0 Bedroom	\$639	110%	\$703
1 Bedroom	\$771	110%	\$848
2 Bedroom	\$971	110%	\$1068
3 Bedroom	\$1214	110%	\$1335
4 Bedroom	\$1492	110%	\$1641

Example: The housing authority will subsidize a family with a 3 bedroom certificate for an apartment that can cost up to \$1335 per month (including utilities), **Depending on its condition, size and amenities.** The family would then pay 30% to 40% of their income toward the total rent amount, and the Housing Authority would pay the balance to the landlord as a subsidy.

Residents at the 48-unit State Aided Merri Village Project on Middle Street pay approximately 30% of their monthly income for rent; all utilities are included and the units are heated electrically.

Residents at State Aided Family Housing pay approximately 27% of their monthly income for rent: Utilities are not included and are heated by gas. This standard applies to the residents of the two duplexes owned by the MHA in Merrimac.

Respectfully Submitted,  
Robert J. Mazzone  
Executive Secretary to  
The Merrimac Housing Authority Board

Tuesday, January 4, 2005

# ANNUAL REPORT OF THE MERRIMAC PARKS AND RECREATION COMMISSION

Calendar Year 2004 Report of the Commission

Merrimac Park & Recreation Commission  
4 School Street  
Merrimac, MA 01860

To The Honorable Board of Selectmen:

The commission meets the first Wednesday of each month at either the Town Hall or the Parks & Recreation shed at Locust Street.

The following are highlights of what the commission accomplished in FY04/05:

- Summer program expanded to seven weeks from six weeks in previous year. Fee based, 10:1 staff to child ratio.
- In conjunction with Peter Kolifrath, initiated tennis program for ages 5 to adult.
- Outfield fence added to softball field.
- Outdoor basketball court location pending with possible spring installation.
- Ongoing discussions with selectmen, open space, soccer, baseball, regarding additional playing space being developed.
- Successful fund raising event at Lowell Spinners in the summer 2004 will be an annual event.
- Recognition of Sue Marden's efforts with summer program and ongoing commission activities.
- Emery Street used for Pentucket Youth Football practices.
- Developed working relationships with soccer, baseball and football programs.
- Developed relationship with West Newbury's Parks & Recreation Commission.
- Ongoing work in master plan for next 1, 3, and 5 years.

Members: Don Ackerman—Chairman  
David Creesy  
Erick Kuchar  
Jay Soucy  
Phil Parry—(non-active)



## ANNUAL REPORT OF THE TRUSTEES OF CEMETERIES

To The Honorable Board of Selectmen:

The Trustees meet the second Thursday of each month at the Cemetery Office, 2 Locust Grove Road. Officers for the past year: Chairman—Pat Casey, Clerk—Betty Emery. At the annual election, Gordon Rines was elected to fill the three year Trustee position.

The Trustees met with Millennium Engineering of Salisbury in regards to plotting out the undeveloped land. No decisions were made.

A Simplicity Mower was purchased in July.

Tree removal and trimming was done, as necessary at Locust Grove Cemetery.

The stonewalls at the Church Street and Lower Corner Cemeteries continue to be a difficult issue to resolve.

There were 35 grave openings.

The addition of a new strip of road, the repaving of several roads and the spring planting of trees or shrubs are on the agenda for 2005.

The Trustees of Cemeteries extend to Roger Clark and Family our appreciation and thanks for the purchase and installation of a flagpole and flag at the Lower Corner Cemetery.

The Trustees would like to thank Harold White III for his dependable service to the department and to thank the Highway Department for their co-operation and assistance during the year. We were very fortunate to have David Gudjonson and David Armstrong as part-time employees this past year.

Members:	Elizabeth L. Emery	Term expires 2005
	Patricia Casey	Term expires 2006
	Gordon A. Rines	Term expires 2007

Respectfully Submitted,  
Elizabeth L. Emery, Clerk

## ANNUAL REPORT OF THE MERRIMAC CULTURAL COUNCIL FOR THE YEAR 2004

The Merrimac Cultural Council is part of a grass-roots network of 335 local councils that serve every city and town in the state. The program is the largest, most decentralized one of its kind in the United States. The state legislature provides an annual appropriation to the Massachusetts Cultural Council, which then allocates funds to each local council. Decisions about which activities to support are made at the community level by each local council, comprised of a board of municipally-appointed volunteers. For more information on the Merrimac Cultural Council, call 978-346-4426 or 978-346-0082.

This year the Merrimac Cultural Council awarded the following grants totaling \$2,200. The funds come from money granted from the state.

\$860 to Jeffrey Kazukiewicz for a classical music performance

\$290 to Merrimac Friends of Town Hall for a Merrimac Historical Photo Project

\$300 to the Merrimac Public Library for a Romper, Rhythm & Puppets performance

\$150 to the Outdoor Sculpture at Maudslay State Park

\$600 to the Merrimac Community Theater for a play production

### **Merrimac Cultural Council Members:**

Hanna Trautmann

Gage Cogswell (Treasurer & Co-Chair)

Helen Koolian

Nancy Perkins

Eleanor Hope-McCarthy (Secretary)

Nan Becker

Judy Flynn

Thelma Gibbs

Christopher Nice

Karen Nice

Lisa Nihan

## WARRANT FOR SPECIAL TOWN MEETING

05/03/2004

Essex, ss.

To one of the Constables of the Town of Merrimac:

GREETINGS, In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on May 3, 2004 at 7:30 PM to act on the following articles, namely:

ARTICLE 1. To see if the Town will vote to transfer various sums totaling \$103,707.36 to supplement various town employee salaries and department expense accounts in the FY04 Omnibus Budget as listed below to be expended for the purposes indicated; or take any other action relative thereto.

Line	From Description	Line	To Description	Amount
42B.	New Library Construction	49.	Lights in Town Buildings	\$7,500.00
46.	Group Health Insurance	45.	Prop/Liab Ins Work Comp	\$11,128.85
54.	Unemployment Exp	55.	FICA Town's Share	\$3,600.00
65.	Town Administrator Salary	63.	Selectmen Clerk Salary	\$3,953.67
65.	Town Administrator Salary	88.	Town Clerk Salary	\$124.84
74.	Treasurer's Salary	74.	Treasurer's Clerk Salary	\$800.00
177.	Highway Overtime	182.	Snow and Washouts	\$13,800.00
177.	Highway Overtime	181.	Road Machinery	\$3,500.00
42B.	New Library Construction	53.	Reserve Fund	\$1,200.00
43.	Temporary Borrowing	53.	Reserve Fund	\$15,000.00
46.	Group Health Insurance	53.	Reserve Fund	\$10,000.00
50.	Water in Town Buildings	53.	Reserve Fund	\$1,200.00
51.	Old Senior Center Maint.	53.	Reserve Fund	\$1,500.00
54.	Unemployment Expense	53.	Reserve Fund	\$1,400.00
65.	Town Administrator Salary	53.	Reserve Fund	\$12,000.00
114.	Telephone Expense	53.	Reserve Fund	\$9,000.00
208.	Parks & Recreation	53.	Reserve Fund	\$8,000.00
			TOTAL	<u>\$103,707.36</u>

Passed

ARTICLE 2. To see if the Town will vote to transfer from available Overlay Reserve the amount of \$6,278.61 to FY 2004 Overlay Account for abatements.

Passed

ARTICLE 3. To see if the Town will vote to transfer \$2,000 from Water Department Wages to Water Department Overtime.

Passed

ARTICLE 4. To see if the Town will vote to transfer \$9,000 from Water Department Wages to Water Department Expense.

Passed

ARTICLE 5. To see if the Town will vote to transfer \$30,000 from Water Department Privilege Fee to Water Department Expense.

Passed

ARTICLE 6. To see if the Town will vote to raise and appropriate a sum of money in the amount of \$48,000 for Fiscal Year 2005 for the purpose of funding the presently vacant Police Officer position and associated employee benefits provided that such appropriation be contingent on the approval on May 10, 2004 of a levy limit override question under General Laws Chapter 59, section 21C; or take any other action relative thereto.

Passed



ARTICLE 7. To see if the Town will vote to raise and appropriate a sum of money in the amount of \$560,285 to pay part of its share of the additional assessment of the Pentucket Regional School District Budget for Fiscal Year 2005 provided that such appropriation be contingent on the approval on May 10, 2004 of a levy limit override question under General Laws Chapter 59, section 21C; or take any other action relative thereto.

*Passed*

ARTICLE 8. To see if the Town will vote to raise and appropriate a sum of money in the amount of \$35,034 for Fiscal Year 2005 for the purpose of funding part of the operations of the new Town of Merrimac Library provided that such appropriation be contingent on the approval on May 10, 2004 of a levy limit override question under General Laws Chapter 59, section 21 C; or take any other action relative thereto.

*Passed*

ARTICLE 9. To see if the Town will vote to adopt the Zoning By-Law revised in its entirety as contained in the draft dated April 5, 2004 and prepared by the Merrimac Planning Board and the corresponding revised Zoning Map prepared by the Merrimac Planning Board; or take any other action relative thereto.

*Passed*

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money in the amount of \$259,480 to pay its share of the base assessment of the Pentucket Regional School District Budget for Fiscal 2004 required to fully fund such assessment and thereby approve the district's budget for the year, provided that such additional appropriation be contingent on the approval of a levy limit override question under General Laws Chapter 59, section 21c; or take any other action relative thereto.

*Passed*

---

## WARRANT FOR ANNUAL TOWN MEETING

05/03/2004

Essex, ss.

To one of the Constables of the Town of Merrimac:

GREETINGS, In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on May 3, 2004 at 7:30 PM to act on the following articles, namely:

ARTICLE 1. To see if the Town will vote to fix the salary and compensation of all elective officers of the Town as provided by Massachusetts General Laws Chapter 41, Section 108 as amended: Moderator, Town Clerk, Three Selectmen, Three Assessors, Tree Warden, Three Commissioners of Municipal Light, Three Water Commissioners, Three Sewer Commissioners, and raise, appropriate or transfer sums of money therefore and to determine sums of money to be raised or transferred to defray the necessary and usual charges and expenses of the Town for the Fiscal Year commencing July 1, 2004 and make appropriations for the same, said sums of money so raised, appropriated or transferred to be expended for specific purposes to be voted; or take any other action relative thereto.

*Passed*

ARTICLE 2. To see if the Town will vote to appropriate a sum of money from the Electric Light Operating Balance, said money to be used by the Assessors as part of the estimated receipts used to fix the tax rate for the Fiscal Year commencing July 1, 2004; or take any other action relative thereto.

*Passed*

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money in the amount of \$6,000 to be expended by the Board of Assessors to perform duties and incur expenses relating to any equalization or revaluation of the Town; to authorize the Board of Assessors to hire themselves at the rate of \$15.00 per hour and to hire such necessary assistance as the Board of Assessors may deem necessary or convenient; or take any other action relative thereto.

*Passed*

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer a sum of money in the amount of \$10,740 for revaluation to Assessors' Reserve Account; or take any other action relative thereto.  
*Passed*

ARTICLE 5. To see if the Town will vote to accept the State Grant of Chapter 90 Highway Funds and authorize the Board of Selectmen to expend said funds for Highway purposes in accordance with the terms of said grants; or to take any other action relative thereto.  
*Passed*

ARTICLE 6. To see if the Town will vote to appropriate a sum of money in the amount of \$11,100 from the Water Pollution Abatement Trust (WPAT) Loan Repayment Receipts Reserved to be used as available funds in support of debt service payments associated with Title V Septic Loan Repayment Principal and Interest for FY 05; or take any other action relative thereto.  
*Passed*

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money in the amount of \$139,600 for Solid Waste Recycling and Disposal; or take any other action relative thereto.  
*Passed*

ARTICLE 8. To see if the Town will vote to transfer from Trash Offset Receipts a sum of money in the amount of \$130,500 for Solid Waste Recycling and Disposal; or take any other action relative thereto.  
*Passed*

ARTICLE 9. To see if the Town will vote to transfer a sum in the amount of \$6,000 from Trash Offset Receipts for collection of Household Hazardous Waste and Leaf Collection; or take any action relative thereto.  
*Passed*

ARTICLE 10. To see if the Town will vote to appropriate from Stabilization a sum of money in the amount of \$51,500 for the following purposes:

Cemetery Repair Road Locust Grove	5,000.00
Cemetery Mower	5,000.00
Garage 4-Post Lift	7,500.00
Police Cruiser	<u>34,000.00</u>
Total	<u>\$ 51,500.00</u>

or take any other action relative thereto.  
*Passed*

ARTICLE 11. To see if the Town will vote to authorize the appropriation from Free Cash in the amount of \$2,000 for the body repair of Ambulance 37.  
*Passed*

ARTICLE 12. To see if the Town will vote to authorize the appropriation from Free Cash in the amount of \$2,100 for the purchase of clothing for the Town's Emergency Medical Technicians.  
*Passed*

ARTICLE 13. To see if the Town will vote to authorize the appropriation from Free Cash in the amount of \$3,500 for hardware and software maintenance and troubleshooting of the Town Hall Network server, hub and router as well as troubleshooting of problems with workstations and purchase of software and hardware, as necessary; or take any other actions relative thereto.  
*Passed*

ARTICLE 14. To see if the Town will vote to authorize the appropriation from Free Cash in the amount of \$10,000 to the Water Surplus Fund; or take any other action relative thereto.  
*Passed*



ARTICLE 15. To see if the Town will vote to accept M. G. L. Chapter 40 Section 21E to establish due dates for the payment of water bills and to fix a rate at which interest shall accrue if charges remain unpaid after due dates.

*Passed*

ARTICLE 16. To see if the Town will vote to appropriate the sum of One Hundred Thousand (\$100,000.00) Dollars from the Sewer Capital Account for engineering for the Screw Lift Pump; or take any other action relative thereto.

*Tabled*

ARTICLE 17. To see if the Town will vote to accept M. G. L. Chapter 40 Section 21 E to establish due dates for the payment of sewer bills and to fix a rate at which interest shall accrue if charges remain unpaid after due dates.

*Passed*

ARTICLE 18. To see if the Town will vote to amend Section X of the Town By-Laws, effective July 1, 2004, as follows:

“Jury Leave Policy”; The second sentence of the paragraph beginning with "The difference between fees..." should be amended to read, "(excluding the cost of meals, parking or travel) and regular compensation will be paid by the Town.”

or take any other action relative thereto.

*Failed*

ARTICLE 19. To see if the Town will vote pursuant to M.G.L., Chapter 44, Section 53E ‘A, to establish revolving funds for the following departments for the specific purpose outlined below for the fiscal year beginning July 1, 2004 and ending June 30,2005; or taken any other action relative thereto.

a. POLICE REVOLVING FUND

Fees received for firearms licenses and permit fees to be used to pay the state share of such fees and similar departmental needs, said expenditures to be approved by the Police Chief; and not to exceed \$5,000 during the fiscal year 2005.

b. INSPECTIONAL SERVICES REVOLVING FUND

Fees received for Accessory Apartment By-law permits to be used to pay for inspector’s fees and related administrative costs, said expenditures to be approved by the Zoning Board of Appeals; not to exceed \$1,000 during the fiscal year 2005.

c. ZONING BOARD OF APPEAL REVOLVING FUND

Fees received for applicants requesting appeal of zoning decisions to be used to pay for advertising, mailings, legal and administrative costs, said expenditures to be approved by the Zoning Board of Appeals; not to exceed \$4,000 during the fiscal year 2005.

d. BOARD OF HEALTH REVOLVING FUND

Fees received for nursing programs and services to be used by the Town Nurse to pay for materials and technical services for nursing programs and health promotion programs, said expenditures to be approved by the Board of Health; not to exceed \$2,000 during fiscal year 2005.

e. CHAPTER 40B REVOLVING FUND

Fees received from developers for Chapter 40B applications to be used to pay for plan reviews, inspections and related legal and administrative costs, said expenditures to be approved by the Board of Selectmen; not to exceed \$50,000 during the fiscal year 2005.

f. PLAYGROUND REVOLVING FUND

Fees received for Summer Playground Programs to be used to pay seasonal staff and related costs, said expenditures to be approved by the Playground Commissioners; not to exceed \$12,000 during the fiscal year 2005.

or take any other action relative thereto.

*Passed*



ARTICLE 20. To see if the Town will vote to raise and appropriate a sum of money to increase the percentage of health insurance coverage from 50% to 80%.

*Tabled*

ARTICLE 21. To see if the Town will vote to amend by adding under Article XV, Section XVIII of the Town By-Laws, effective September 1, 2004; or take any other action relative thereto., that no more than one unregistered, uninspected, or inoperable motor vehicle may be stored on any lot for a period in excess of thirty (30) days, except within a building. This does not apply to bonafide Auto Repair Garages or farms. All unregistered, uninspected or inoperable motor vehicles in all districts shall be screened from public view

*Passed*

ARTICLE 22. To see if the Town will vote to amend by adding under Article XV, Section XIX of the Town By-Laws, effective September 1, 2004; or take any other action relative thereto., that any items such as junk scrap, rubble, debris, building salvage, abandoned autos, wreckage of damaged or demolished buildings and other discarded items, if not directly utilized by a legally operating use, and if located in any yard or any vacant lot abutting a public way or publicly used area, must be cleared from the site, removed to a yard not abutting a public way or area, or adequately screened from view and access by the public using attractive walls, fences, or plant materials.

*Tabled*

ARTICLE 23. To see if the Town will vote to amend by adding under Article XV, Section XX of the Town By-Laws, effective September 1, 2004; or take any other action relative thereto., that temporary uses, structures, trailers, and operations in connection with and on the site of land development, or construction are allowed, provided that no permit shall exceed a period of six (6) months, renewable by the Building Inspector for a period totaling no more than two (2) years. Temporary Use, Structures and Operations shall be required to comply with the setbacks within the applicable zoning district.

*Tabled*

ARTICLE 24. To see if the Town will vote to amend by adding under Article XV, Section XXI of the Town By-Laws, effective September 1, 2004; or take any other action relative thereto, that no dumpster shall be utilized within the Town unless and until the Board of Selectmen has issued a permit for same.

Location - Container's location must be located at a distance from the lot line so as not to interfere with the safety, convenience, or health of the abutters or residents. Appropriate considerations, including but not limited to, positioning and enclosure so as to maximize aesthetic concerns, i.e., odor, noise, unsightliness; character of the neighborhood, traffic and other public safety concerns, and hours of use. This location must be approved by the Board or its designee.

- a. The applicant shall submit a plan on 8/12 x 11 paper showing location of dumpster in relation to lot line, buildings, driveway, etc.
- b. It shall be the responsibility of the property owner or agent being serviced to maintain the container and the area free of odors, rodents, flies, insects, scattered debris, overflowing, and all other nuisances.

Short Term Permit - Short term permits will be \$20 and shall have duration from one (1) day up to ninety (90) days. An extension of time can be requested in writing prior to the expiration date. An extension can be requested for up to forty-five (45) days for an additional fee of fifteen (\$15.00). A second extension may be requested for forty five (45) days to a maximum of one hundred and eighty (180) days for an additional fee of fifteen (\$15.00) dollars if extenuating circumstances require the dumpster to remain on the property for an extended period. The Board will, on an individual basis, determine extenuating circumstance.

Long Term Permit - Required for uses that exceed Short Term Permit requirements. If the dumpster is within public view, it shall be enclosed on all four sides with a fence and a door for servicing the container. The enclosure shall be a minimum of six (6) feet in height. Fee for permit will be thirty (\$30.00) for the first container and twenty (\$20.00) for each additional container.

Dumpster shall be considered to be any outside container utilized for the collection for disposal of discarded or rejected materials including but not limited to rubbish and garbage, being either intended for a temporary or more less permanent duration. Failure to secure a permit or violations of regulations shall make the owner on whose land the dumpster is placed subject to a fine of not more than forty (\$40.00). Each day that a violation continues is considered to be a separate offense.

*Tabled*

## WARRANT FOR SPECIAL TOWN MEETING

10/18/2004

Essex, ss.

To one of the Constables of the Town of Merrimac:

GREETINGS, In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on October 18, 2004 at 7:30 PM to act on the following articles, namely:

ARTICLE 1. To see if the Town will vote to transfer between lines of Article I FY2005 Annual Town Meeting, the sums listed below to supplement various town employee salaries and department expense accounts, or take any other action relative thereto:

<u>Line No.</u>	<u>From</u> <u>Description</u>	<u>Line No.</u>	<u>To</u> <u>Description</u>	<u>Amount</u>
180.	Highway Wages	179.	Highway Superintendent Salary	\$11,429.75

*Passed*

ARTICLE 2. To see if the Town will vote to raise and appropriate \$147,994.00 to increase various lines of Article I, FY2005 Annual Town Meeting, as follows; or take any other action relative thereto.

<u>Line No.</u>	<u>Description</u>	<u>Increase</u>	<u>Revised</u> <u>Appropriation</u>
52	Group Health/Life Insurance	\$2,000.00	\$241,899.00
64	Department Offset	(\$5,600.00)	(\$236,478.00)
69	Selectmen Clerk Salary	\$445.00	\$22,949.00
71	Town Administrator Salary	\$1,205.00	\$62,410.00
73	Finance Director Salary	\$522.00	\$26,622.00
76	Accountant Salary	\$746.00	\$39,405.00
79	Treasurer Salary	\$392.00	\$21,167.00
82	Accounting Clerk	\$188.00	\$9,662.00
83	Tax Collector Salary	\$526.00	\$28,461.00
84	Tax Collector's Clerk Salary	\$243.00	\$12,730.00
87	Assessor's Clerk Salary	\$621.00	\$32,040.00
88	Assessor's Part Time Clerk	\$167.00	\$9,154.00
95	Town Clerk Salary	\$532.00	\$27,248.00
105	Appeals Board Admin Salary	\$235.00	\$12,137.00
120	Police Chief Salary	\$1,490.00	\$73,710.00
121	Patrolmen Wages	\$6,113.00	\$197,470.00
122	Sergeant Wages	\$1,692.00	\$60,473.00
126	Reserve Officers	\$741.00	\$38,543.00
127	Dispatcher Wages	\$2,595.00	\$143,157.00
128	Police Janitor	\$63.00	\$3,220.00
132	Fire Dept. Full Time Salaries	\$1,461.00	\$77,539.00
143	Wire Inspector Salary	\$188.00	\$9,610.00
145	Bldg. Inspector Salary	\$1,232.00	\$53,916.00
147	Bldg. Inspector Clerk Salary	\$313.00	\$16,182.00
149	Plumb/Gas Inspector Salary	\$113.00	\$5,766.00
154	Animal Control Salary	\$254.00	\$13,083.00
158	Board of Health Admin.	\$187.00	\$9,625.00
161	Health Agent/Food Serv. Insp.	\$374.00	\$19,094.00



Line No.	Description	Increase	Revised Appropriation
162	Town Nurse Salary	\$125.00	\$6,608.00
167	Sewer Superintendent Salary	\$701.00	\$47,071.00
170	Sewer Clerk Salary	\$532.00	\$27,648.00
179	Highway Superintendent	\$170.00	\$55,674.00
189	COA Director Salary	\$657.00	\$34,926.00
190	COA Admin. Asst. Salary	\$548.00	\$28,007.00
192	COA Part Time Driver Salary	\$206.00	\$10,542.00
193	Part Time Outreach Salary	\$283.00	\$14,486.00
195	Town Nurse Salary	\$184.00	\$9,187.00
197	Meals/Volunteer Coordinator	\$313.00	\$17,017.00
207	Pentucket Supplemental Assessment	\$84,830.00	\$84,830.00
208	Pentucket Net Capital Assessment	\$25,171.00	\$25,171.00
210	Library Wages	\$1,054.00	\$109,211.00
214	Water Manager Salary	\$417.00	\$200,128.00
215	Water Clerk Salary	\$626.00	\$23,469.00
216	Water Dept. Wages	\$2,907.00	\$156,963.00
222	Water Benefit Reimbursement	\$9,648.00	\$64,789.00
224	Cemetery Wages	\$584.00	\$30,442.00
Total		<u>\$147,994.00</u>	

*Passed*

ARTICLE 3. To see if the Town will vote to reduce the amount raised and appropriated on various lines of Article I, FY200S Annual Town Meeting, as follows; or take any other action relative thereto. ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds, the additional sum of \$5,000.00 for the contractual funding of the police special detail revolving fund; or take any other action relative thereto.

Line No.	Description	Decrease	Revised Appropriation
49	Temporary Borrowing	\$10,000.00	\$5,000.00
176	Replacement Fund	\$1,000.00	\$42,400.00
203	Whittier Min. Assessment	\$23,334.00	\$418,997.00
51	Prop/Liab & Worker's Comp	\$12,000.00	\$135,916.00
177	Sewer Benefit Reimbursement	\$2,597.00	\$67,571.00
Total		<u>\$48,931.00</u>	

*Passed*

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds, the additional sum of \$5,000.00 for the contractual funding of the police special detail revolving fund; or take any other action relative thereto.

*Passed*

ARTICLE 5. To see if the Town will vote to transfer from available Overlay Reserves as follows the amount of \$6,714.17 to FY2004 Overlay account for abatements; or take any other action relative thereto.

• From FY2000	\$3,663.46
• From FY2001	\$768.91
• From FY2003	<u>\$2,281.80</u>
	\$6,714.17

*Passed*



ARTICLE 6. To see if the Town will vote to accept Chapter 184 ss5 1 of the Acts of 2002, amending M.G.L. Chapter 59 ss5 (41C) as follows: adjust exemption allowed to \$750, raise the gross income allowed to \$20,000 individual, \$25,000 married, raise whole estate limit allowed (excluding domicile) to \$40,000 individual, \$55,000 married. Implementation of adjustments in FY 2006; or take any other action relative thereto.

*Passed*

ARTICLE 7. To see if the Town will vote to accept Chapter 184 ss2 of the Acts of 2002, amending M.G.L. Chapter 59 ss5K, which authorizes establishment of a property tax work-off program for FY 2006 under which senior citizens provide volunteer services to the town in exchange for a reduction in their tax bills. Under this program, participating taxpayers who must be over 65 years old, volunteer their services to the municipality in exchange for a reduction in their tax bills. Seniors earn a maximum of \$750 per fiscal year, based on a rate per hour of service that cannot exceed the Commonwealth's minimum wage; or take any other action relative thereto.

*Passed*

ARTICLE 8. To see if the Town will vote to raise and appropriate or transfer a sum of money in the amount of \$30,000.00 for FY200S costs of the Library Supplemental Collection as funded through the Commonwealth of Massachusetts Cherry Sheet for Regional Public Libraries (M.G.L. Chapter 78, ssl9C); or take any other action relative thereto.

*Passed*

ARTICLE 9. To transfer from Sewer Capital Fund the amount of \$150,000 for the purchase of a screw lift pump; or take any other action relative thereto.

*Passed (for \$175,000 - amended on town meeting floor)*

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer the sum of Seventy Thousand and Nine Hundred and Forty-Two Dollars (\$70,942.00), received as one-time municipal aid from the State of Massachusetts to the Stabilization Account; or take any other action relative thereto.

*Passed*

ARTICLE 11. To see if the Town will vote to approve the \$700,000 indebtedness authorized by the Regional District School Committee of the Pentucket Regional School District on September 7, 2004 for the purpose of replacement of the middle school roof; or take any other action relative thereto.

*Passed*

ARTICLE 12. To see if the Town will vote to change the text of Line #57 of Annual Town Meeting Article I — Omnibus, From Old Senior Center Maintenance to Old Senior Center/ Old Library Maintenance and Utilities; or take any other action relative thereto.

*Passed*

ARTICLE 13. To see if the Town will vote to pass an up-dated and revised Sewer Use By-Law, Article XXII of the Town By-Laws as set forth in Attachment "A"; or take any other action relative thereto.

*Passed*

ARTICLE 14. To see if the Town will vote to amend by adding under Article XXXV, Section IV of the Town By-Laws, effective May 1, 2005, to establish the following restrictions regarding Indian Head Park, or take any other action relative thereto:

- Sticker required to enter park with Selectmen determining the fee to be charged and enforcement by the Merrimac Police Department;
- Park open sunrise to sunset from Memorial Day to Columbus Day;
- No beaching or launching of watercraft;
- Charcoal fires in designated grill areas only and no open fires of any kind;
- No glass containers;
- No pets, and
- No alcoholic beverages.

*Passed*

ARTICLE 15. To see if the Town will vote to amend by changing the language of Article VI, Section XII deleting, "from November 15 to April 15th prohibiting parking for more than one hour for the whole year"; or take any other action relative thereto.

*Tabled*

ARTICLE 16. To see if the Town will accept the provisions of Massachusetts General Law 40, Section 21D which allows for the issuance of citations under the non-criminal disposition procedure set forth where the Conservation Commission and its agents may issue non-criminal citations; or take any other action relative thereto.

*Passed*

ARTICLE 17. To see if the Town will vote to raise and appropriate or transfer the sum of \$8,000 from available funds in the Open Space Preservation Fund for the purposes of updating and completing the Town's Open Space Plan in accordance with the Master Plan; or take any other action relative thereto.

*Passed*

ARTICLE 18. To see if the Town will vote to accept a parcel of land (approx. .32 acres) on Assessors Map 13, Lot 2-IA, Broad Street and Cobbler Brook that property owner Edward Curran, is willing to convey to the Town as open space; or take any other action relative thereto.

*Passed*

ARTICLE 19. To see if the Town will vote to raise and appropriate or transfer the sum of Thirty-Five Thousand Dollars (\$35,000) of the \$70,942 one-time, local aid received by the town of Merrimac from the State of Massachusetts in FY2004, be allocated to the Pentucket Regional School District. This sum of \$35,000 is to be spent, as prioritized by the Pentucket Superintendent of Schools and School Committee, during the 2004 fiscal year, on one-time, non-reoccurring items(s), and is not to be included as part of the current base budget; or take any other action relative thereto.

*Passed*

## Index

Actions Taken at Special Town Meeting May 3, 2004 . . . . .	58
Actions Taken at Annual Town Meeting May 3, 2004 . . . . .	59
Actions Taken at Special Town Meeting October 18, 2004 . . . . .	63
Animal Care and Control Officer . . . . .	44
Board of Assessors . . . . .	40
Board of Health . . . . .	49
Board of Selectmen . . . . .	7
Board of Sewer Commissioners . . . . .	30
Building Inspector . . . . .	27
Capital Planning . . . . .	45
Cemeteries . . . . .	56
Conservation Commission . . . . .	47
Council on Aging . . . . .	51
Cultural Council . . . . .	57
Directory of Town Officers	
Elected . . . . .	3
Appointed . . . . .	5
Finance Director . . . . .	35
Fire Engineers . . . . .	9
Housing Authority . . . . .	52
Light Department . . . . .	31
Memoriam . . . . .	2
Open Space Committee . . . . .	46
Parks & Recreation . . . . .	55
Planning Board . . . . .	42
Police Department . . . . .	13
Public Health Nurse . . . . .	50
Public Library . . . . .	24
Recycling Committee . . . . .	34
School Committee	
Pentucket . . . . .	17
Whittier . . . . .	23
Town Clerk . . . . .	43
Veteran's Services . . . . .	16
Water Department . . . . .	28



## NOTES

Town of  
**MERRIMAC, MASS.**

Report of the  
**CAPITAL PLANNING COMMITTEE**

May 2004

*Updated*

***Tax impact on home valued at \$300,000  
resulting from recently voted or proposed  
debt exclusions and general overrides***

***Summary of the recommendations  
to be presented at the Annual Town Meeting  
to begin on Monday, May 3, 2004  
and continued until concluded***

***~~Presentation of requested  
capital expenditures through FY '09~~***

## Tax Impact on Home Valued at \$300,000

### Resulting from Recently Voted or Proposed Debt Exclusions and General Overrides

**Debt Exclusions** – Impact on property tax rate is for duration of debt service – usually 20 years for major capital expenditures.

	Amount	FY '04	FY '05	FY '06
<i>Town Hall Renovation and Addition</i>	\$2,850,000	\$186	\$122	\$120
<i>Construction of New Library</i>	\$2,351,263	\$32	\$102	\$100
<b>Total Debt Exclusions</b>		<b>\$218</b>	<b>\$224</b>	<b>\$221</b>

**General Overrides** – Impact on property tax rate is permanent and can increase each year by 2½%, but decreases when reevaluated property values go up.

	Amount	FY '04	FY '05	FY '06
<i>School Operating Budget – FY '02</i>	\$167,768	\$130	\$89	\$91
<i>School Operating Budget – FY '03</i>	\$243,818	\$185	\$126	\$129
<i>School Operating Budget – FY '05*</i>	\$240,003		\$118	\$121
<i>Library Operating Budget – FY'05</i>	\$35,034		\$17	\$18
<b>Total General Overrides</b>		<b>\$315</b>	<b>\$351</b>	<b>\$360</b>

\* Impact on tax rate for FY '05 and FY '06 is contingent on approval at the June 7<sup>th</sup> Special Town Meeting, and approval of General Overrides at the June 28<sup>th</sup> Town Election.



## **Town of Merrimac Capital Planning Committee**

To the Voters and Taxpayers of Merrimac,

The Capital Planning Committee (CPC) makes recommendations only on items that have a life duration of at least five years and an initial cost of \$5,000 or more. As specified in the Town's By-laws, our priorities for recommending capital expenditures are based on the following criteria in the order given:

- A. Necessary to respond to state or federal mandate
- B. Public health and safety consideration
- C. Operational necessity

CPC considers the availability of funding for capital purchases/projects from four primary sources – user fee revenues, certified Free Cash, transfers from the Stabilization Fund, or borrowing for major expenditures within the Town's debt service capacity – when applying the above criteria in making its recommendations.

Due to the tight fiscal times, many departments again held back on their capital requests for the upcoming fiscal year. There are several requests for small capital items that CPC is recommending be funded from the Stabilization Fund for a total of \$51,500. (The limited amount of Free Cash available will be used for other non-capital expenditures.) Action on three requests for capital items totaling \$142,000 has been delayed to the Fall Special Town Meeting, and it may be recommended that they be funded through borrowing.

In addition to making recommendations to Town Meeting for the upcoming fiscal year's requests, CPC is responsible for examining departments' capital requests for the next five years and projecting what revenues will be available to fund those purchases/projects. The attached spreadsheets report the capital expenditures that have been voted by the Town since FY '01, and what the departments have requested through FY '09. It should be noted that it is not possible to project all needed capital expenditures for future years, particularly for non-routine expenditures, such as purchase of land, which many times fall under the jurisdiction of the Board of Selectmen.

Respectfully submitted by the Town of Merrimac Capital Planning Committee,

Michael Baumert (representing the Finance Committee)  
Janet Bruno (representing the Board of Selectmen)  
Ed Madden  
Sandra Venner, Chairperson

**Capital Planning Committee  
Recommendations for FY '05 – May 2004**

<u>Item</u>	<u>Amt. &amp; Source</u>	<u>Priority</u>	<u>Recommendation</u>
-------------	--------------------------	-----------------	-----------------------

**Annual Town Meeting:**

Article 10:

Cemetery Road Repair	\$5,000 Stab Fund	C	yes
Cemetery Mower	\$5,000 Stab Fund	C	yes
Garage 4 Post Lift	\$7,500 Stab Fund	C	yes
Police Cruiser	\$34,000 Stab Fund	B	yes





